

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

OBSOLETE

Rev 1967 Check

January 11, 1966

SECRETARY'S MEMORANDUM NO. 1593

Transfer of Investigative Functions

PURPOSE. Recent studies of the meat and poultry inspection functions assigned to the Consumer and Marketing Service have resulted in recommendations for changes in administrative and operational procedures.

I have approved the recommendations. They will entail, in part, organizational realignment within the Consumer and Marketing Service.

The responsibility for the investigative work under the meat inspection and poultry inspection programs is transferred from the Consumer and Marketing Service to the Office of the Inspector General.

INCIDENTAL TRANSFERS. The Assistant Secretary for Administration will approve such transfer of funds and records as are involved in the transfer of investigative functions to the Office of the Inspector General. It is not contemplated that personnel, property and space shifts will be made; however, pertinent existing files and records or copies thereof, pertaining to investigations will be transferred to the Office of the Inspector General together with funds determined to be required for investigative services to be rendered.

Quill [Signature]

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ORGANIZATION

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UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C.

January 13 1966

SECRETARY'S MEMORANDUM NO. 1594

Advisory Board on Wildlife

The Food and Agriculture Act of 1965 authorizes the creation of an Advisory Board on Wildlife to advise and consult with the Department on matters relating to the Cropland Adjustment Program carried out under Title VI of the Act. Therefore, I am establishing such an Advisory Board to meet on request and to advise the Department on those activities under the Cropland Adjustment Program which are of particular concern to wildlife interests. Except for the full-time Federal employees the members of the Board will serve without Federal compensation for their time and expense.

Mr. Edwin A. Jaenke, Associate Administrator, ASCS, will serve as Chairman of the Board. Other members are as follows:

Harry L. Graham
Clinton R. Gutermuth
Dr. Weldon K. Haynie
Thomas L. Kimball
Phillip W. Schneider
James T. Shields

Otto C. Maercklein, Jr.
James R. Hodge
William E. Towell
Lester P. Voigt
Vacancy - additional member
to be appointed.

The members of the Board have been chosen from wildlife organizations, farm organizations, State game and fish agencies and representatives of the general public.

Appointments are for a two-year term.

Mr. Lloyd Partain, Assistant to the Administrator, Soil Conservation Service, will serve as Consultant to the Board and in Mr. Jaenke's absence will serve as a member and Chairman of the Board. Mr. Fred G. Ritchie, Director, Conservation and Land Use Policy Staff, ASCS, will serve as Executive Secretary to the Board but will not be a member.

Quill L. Freeman

COMMITTEES (Bd-Wildlife, ad.)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C.

January 15, 1935

SECRETARY'S MEMORANDUM NO. 114

Advisory Board on Wildlife

The Food and Agriculture Act of 1935 authorizes the creation of an Advisory Board on Wildlife to advise and consult with the Department on matters relating to the Cropland Adjustment Program carried out under Title VI of the Act. Therefore, I am establishing such an Advisory Board to meet on request and to advise the Department on those activities under the Cropland Adjustment Program which are of particular concern to wildlife interests. Except for the full-time Federal employees the members of the Board will serve without Federal compensation for their time and expense.

Mr. Edwin A. Jaenke, Associate Administrator, ASCS, will serve as Chairman of the Board. Other members are as follows:

Harry L. Graham	Osceola Marshfield, Jr.
Clinton R. Gurnea	James R. Hodge
Dr. Weiden K. Haynie	William E. Towell
Thomas E. Kimball	Lester F. Volger
Philip W. Schneider	Vacancy - additional member to be appointed.
James T. Shields	

The members of the Board have been chosen from wildlife organizations, farm organizations, State game and fish agencies and representatives of the general public.

Appointments are for a two-year term.

Mr. Lloyd Partain, Assistant to the Administrator, Soil Conservation Service, will serve as Consultant to the Board and in Mr. Jaenke's absence will serve as a member and Chairman of the Board. Mr. Fred G. Ritchie, Director, Conservation and Land Use Policy Staff, ASCS, will serve as Executive Secretary to the Board but will not be a member.



UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

February 28 1966

SECRETARY'S MEMORANDUM NO. 1595

Procedure for Handling Complaints Under Rules and Regulations,
Title 7 - Agriculture, Subtitle A, Part 15,
Nondiscrimination

1. All complaints of discrimination prohibited by subpart A or B, Part 15, Subtitle A, Title 7, C.F.R., must be filed within 90 days following its occurrence in order to receive consideration unless the Secretary extends the time for filing. If the complaint is submitted to any office of the Department, other than in Washington, D.C., it shall be immediately forwarded to the Agency head concerned or the Secretary.
2. When a complaint of discrimination prohibited by subpart A is received in any office of the Department, it shall be forwarded to the Agency head concerned, who shall promptly send it to the Inspector General, with a copy of the complaint to the appropriate Assistant Secretary and the Assistant to the Secretary for Civil Rights.
3. When a complaint of discrimination prohibited by subpart B is received by the Department in Washington, D.C., it shall be promptly forwarded to the Assistant to the Secretary for Civil Rights, who shall send a copy to the Agency head concerned, and to the appropriate Assistant Secretary. Where determined to be appropriate, the Assistant to the Secretary for Civil Rights will refer the complaint to the Inspector General for investigation or take further action in accordance with subpart B of Part 15, Subtitle A, Title 7, C.F.R.
4. A complaint shall be promptly acknowledged by a letter prepared in the Agency concerned for the signature of the Assistant to the Secretary for Civil Rights.
5. All complaints of discrimination referred to the Office of the Inspector General will be thoroughly and promptly investigated, in the manner determined by the Inspector General. A copy of the report of investigation will be furnished the Agency head concerned, the appropriate Assistant Secretary and the Assistant to the Secretary for Civil Rights. (Exception is made in cases of complaints involving colleges and universities and medical facilities. Procedures for investigating these cases will be worked out on an interdepartmental basis, in cooperation with the Department of Health, Education and Welfare.)

CIVIL RIGHTS

UNITED STATES DEPARTMENT OF JUSTICE
Office of the Inspector General
Washington, D.C. 20535

February 22, 1966

MEMORANDUM FOR

Director, Federal Bureau of Investigation
Washington, D.C. 20535
Subject: [Illegible]

1. All personnel of this Department are advised by Bureau of N. J. 100-100000, dated 1/27/66, that the Bureau is currently conducting an investigation of the activities of the [Illegible] in the [Illegible] area. It is requested that you advise the Bureau of any information received from your office regarding the activities of the [Illegible] in the [Illegible] area.

2. When a complaint of discrimination is received by the Bureau, it is referred to the Office of the Inspector General for review. The Office of the Inspector General will conduct an investigation of the complaint and will report the results of the investigation to the Bureau. It is requested that you advise the Bureau of any information received from your office regarding the activities of the [Illegible] in the [Illegible] area.

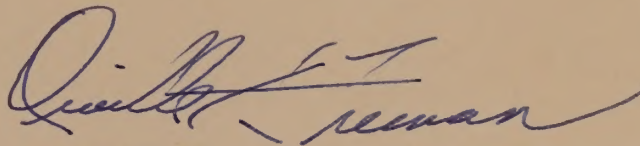
3. When a complaint of discrimination is received by the Bureau, it is referred to the Office of the Inspector General for review. The Office of the Inspector General will conduct an investigation of the complaint and will report the results of the investigation to the Bureau. It is requested that you advise the Bureau of any information received from your office regarding the activities of the [Illegible] in the [Illegible] area.

4. A complaint of discrimination is referred to the Office of the Inspector General for review. The Office of the Inspector General will conduct an investigation of the complaint and will report the results of the investigation to the Bureau. It is requested that you advise the Bureau of any information received from your office regarding the activities of the [Illegible] in the [Illegible] area.

5. All complaints of discrimination referred to the Office of the Inspector General will be promptly investigated. A copy of the report of the investigation will be furnished to the Bureau. It is requested that you advise the Bureau of any information received from your office regarding the activities of the [Illegible] in the [Illegible] area.

6. The Agency head, the Assistant to the Secretary for Civil Rights, and the appropriate Assistant Secretary will review the report of investigation and will decide whether further proceedings are warranted. The Office of the General Counsel will render assistance as requested. If it is decided that further proceedings are warranted, then, in Title VI cases, further action will be taken in accordance with subpart A and C, Part 15, Subtitle A, Title 7, C.F.R. Any notice of hearing or notice of opportunity to request a hearing under subpart A, Part 15, Subtitle A, Title 7, C.F.R., will normally be signed by the appropriate Agency head or Secretary. If the case involves discrimination prohibited by subpart B, Part 15, Subtitle A, Title 7, C.F.R., then further action may be taken as may be warranted and otherwise authorized.

This Memorandum will be incorporated into the Department's Administrative Regulations.

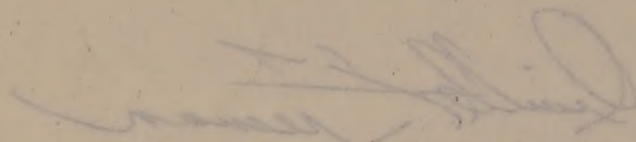
A handwritten signature in dark ink, appearing to read "Orville E. Freeman", is written over a horizontal line.

Orville E. Freeman

SECRETARY

The Agency head, the Assistant to the Secretary for Civil Rights, and the appropriate Assistant Secretary will review the report of investigation and will decide whether further proceedings are warranted. The Office of the General Counsel will render assistance as requested. If it is decided that further proceedings are warranted, then, as Article VI states, further action will be taken in accordance with articles A and B, Part II, Subtitle A, Title V, C.F.R. Any notice of hearing or notice of opportunity to request a hearing, under subpart A, Part II, Subtitle A, Title V, C.F.R., will normally be signed by the appropriate Agency head or Secretary. If the case involves discrimination prohibited by subpart B, Part II, Subtitle A, Title V, C.F.R., then further action may be taken as may be warranted and otherwise authorized.

This memorandum will be incorporated into the Department's Administrative Regulations.


Arville A. Freeman
Secretary

June 17 1966

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

SECRETARY'S MEMORANDUM NO. 1595, ~~(Revised)~~ REVISED

Procedure for Handling Complaints Under Rules and Regulations,
Title 7 - Agriculture, Subtitle A, Part 15,
Nondiscrimination

1. Any complaint of discrimination prohibited by Title 7 CFR, Subtitle A, Part 15, Subparts A and B, must be filed within 90 days following occurrence of the claimed discrimination unless the Secretary extends the time for filing.
2. Any complaint under Subpart A of Part 15 received in the Department shall be referred to the head of the agency concerned. The agency head shall promptly refer the complaint to the Office of the Inspector General with a copy to the Assistant to the Secretary for Civil Rights, with a proposed acknowledgment for his signature.
3. Any complaint under Subpart B of Part 15 received in the Department shall be promptly forwarded to the Assistant to the Secretary for Civil Rights with an acknowledgment for his signature, who shall take such action as he deems appropriate. He may refer the complaint to the Inspector General for investigation. Where there exists in the Department or any of its agencies a formalized procedure for handling general complaints or appeals, complaints concerning discrimination shall be handled in accordance with such procedures; provided, that when such a complaint is received the agency concerned shall furnish a notice and factual report to the Assistant to the Secretary for Civil Rights in accordance with the procedures established by the agency. Any action taken on any such complaint including appeals shall be reported to the Assistant to the Secretary for Civil Rights.
4. On receipt of the complaint as provided in paragraph 2 or on receipt of a copy as provided in paragraph 3, the agency concerned shall prepare an acknowledgment for signature in the Office of the Secretary.
5. All complaints of discrimination referred to the Office of the Inspector General will be promptly investigated in the manner determined by the Inspector General. Copies of the investigative report will be furnished the agency head concerned, the appropriate Assistant Secretary or the Under Secretary, and the Assistant to the Secretary for Civil Rights.
6. The agency head, the Assistant to the Secretary for Civil Rights, and the appropriate Assistant Secretary or Under Secretary will review the investigation reports and decide if further proceedings are warranted.

CIVIL RIGHTS

June 1, 1968

UNITED STATES DEPARTMENT OF JUSTICE
Office of the Secretary
Washington, D.C. 20530

SECRETARY'S MESSAGE NO. 127 (Revised)

Procedure for Handling Complaints of Civil Rights and Liberties
Part I - General Principles
Section 1.0 - Purpose

1. Any complaint of discrimination prohibited by Title 7, Civil Rights Act, Part I, Subpart A and B, must be filed within 90 days following occurrence of the alleged discrimination unless the Secretary extends the time for filing.

2. Any complaint under Subpart A of Part I received in the Department shall be referred to the head of the agency concerned. The agency head shall promptly refer the complaint to the Assistant to the Secretary, General with a copy to the Assistant to the Secretary for Civil Rights, with a proposed recommendation for his signature.

3. Any complaint under Subpart B of Part I received in the Department shall be promptly forwarded to the Assistant to the Secretary for Civil Rights with an acknowledgment for his signature, who shall take such action as he deems appropriate. In any event the complaint to the Inspector General for investigation. Where there exists in the Department on any of its agencies a formalized procedure for handling complaints of appeals, complaints concerning discrimination shall be handled in accordance with such procedure; provided, that when such a complaint is received the agency concerned shall transmit a copy and a written report to the Assistant to the Secretary for Civil Rights in accordance with the procedure established by the agency. Any action taken on any such complaint including appeals shall be reported to the Assistant to the Secretary for Civil Rights.

4. On receipt of the complaint as provided in paragraph 2 or as received or a copy as provided in paragraph 3, the agency concerned shall give an acknowledgment for signature in the Office of the Secretary.

5. All complaints of discrimination referred to the Office of the Inspector General will be promptly investigated in the manner determined by the Inspector General. Copies of the investigative report will be furnished the agency head concerned, the appropriate Assistant Secretary to the Inspector General, and the Assistant to the Secretary for Civil Rights.

6. The agency head, the Assistant to the Secretary for Civil Rights, and the appropriate Assistant Secretary or their Secretary will review the investigative reports and decide if further proceedings are warranted.

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

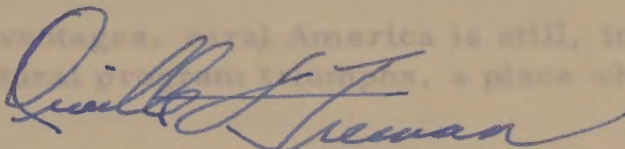
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The Office of the General Counsel will render assistance as requested. Where further proceedings in Title VI cases are warranted such action will be taken in accordance with Subpart A and C, Part 15, Subtitle A, Title 7 CFR. Any notice of hearing or notice of opportunity to request a hearing under Subpart A will normally be signed by the appropriate agency head. Where further action is necessary in cases arising under Subpart B such action may be taken as may be warranted. In all cases, the agency concerned will prepare an appropriate notice of decision for the signature of the Assistant to the Secretary for Civil Rights.

7. Exception is taken to these procedures for action on complaints under approved interagency coordination.

This Memorandum will be incorporated into the Department's Administrative Regulations.

In spite of its many advantages, Rural America is still, in face of our increasing agricultural production, a place where too many Americans:



Orville L. Freeman
SECRETARY

- are unemployed or
- live in substandard homes
- have inadequate educational opportunity
- lack proper medical services
- do not receive the full benefit of programs which are designed to improve the lot of our citizens.

Rural America is a place which still has not benefitted from the planning and coordinated community development and industrial growth which is taking place in urban areas.

The Federal Government offers many programs and services to promote fuller employment, upgrade housing and related facilities, improve educational and health opportunities, and to assist communities, local governments, and others in development.

The problem is that these programs and services have not always been known or properly used in the rural areas.

The Office of the General Counsel will render assistance as requested. Where further proceedings in Title VI cases are warranted such action will be taken in accordance with Subpart A and C, Part 15, Subtitle A, Title 7 CFR. Any notice of hearing or notice of opportunity to request a hearing under Subpart A will normally be signed by the appropriate agency head. Where further action is necessary in cases existing under Subpart B such action may be taken as may be warranted. In all cases, the agency concerned will prepare an appropriate notice of decision for the signature of the Assistant to the Secretary for Civil Rights.

7. Exception is taken to these procedures for action on complaints under approved interagency coordination.

This Memorandum will be incorporated into the Department's Administrative Regulations.

Olville L. Freeman
SECRETARY

UNITED STATES DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY

WASHINGTON, D. C. 20250

March 1, 1966

(see p. 4) : *superseded 1570, 2/24/65
and 1448 Rev.
9/17/63*
SECRETARY'S MEMORANDUM NO. 1596

Rural Community Development Program

1. THE PROBLEM. Rural America has abundant space but many underdeveloped human, economic and social resources.

If this abundant space is developed and used imaginatively, it will create new strength for this nation.

In spite of its many advantages, rural America is still, in face of our increasing agricultural program triumphs, a place where too many Americans:

- are unemployed or underemployed
- live in substandard homes
- have inadequate educational opportunity
- lack proper medical services
- do not receive the full benefit of programs which are designed to improve the lot of our citizens.

Rural America is a place which still has not benefitted from the planning and coordinated community development and industrial growth which is taking place in urban areas.

The Federal Government offers many programs and services to promote fuller employment, upgrade housing and related facilities, improve educational and health opportunities, and to assist communities, local governments, and others in development.

The problem is that these programs and services have not always been known or properly used in the rural areas.

2. THE JOB. The President has directed the Department of Agriculture, working with all other Federal agencies, to take positive steps to remedy this situation.

To do this, the full resources of the Department of Agriculture are being mobilized to achieve the goal of comprehensive development of the human and natural resources of rural communities. All USDA agencies with field offices in rural communities are to make their facilities available

- to help other Federal agencies extend their services to rural people
- to help rural applicants meet the requirements to receive adequate consideration.

3. RURAL COMMUNITY DEVELOPMENT SERVICE. The primary mission of the Rural Community Development Service is

- to facilitate administration of Federal programs in rural areas
- to guide and help USDA agencies to plan and to coordinate their rural community development activities.

Under the general direction and supervision of the Assistant Secretary for Rural Development and Conservation, the Rural Community Development Service will --

- a. Provide help and guidance to USDA agencies in developing current and long-range plans for rural community development activities.
- b. Help all Federal agencies to make their services fully available and effective in meeting needs of eligible rural people.
- c. Help agencies of this Department to develop policies whereby their facilities and personnel can serve effectively as contact points in rural areas for all Federal programs.
- d. Provide the Secretariat for the Rural Areas Development Board, Public Advisory Committee on Rural Areas Development, and other rural community development committees.

e. Serve as the staff of the Chairman of the Rural Areas Development Board in

- coordinating the planning by Department agencies for rural community development activities
- reviewing and approving agency plans.

f. Facilitate liaison with other Federal agencies on activities affecting the opportunity of rural people to share equitably in the benefits of the Great Society including

- development of rural resources
- manpower training and development
- programs for farm laborers
- assistance to the aged and the handicapped
- economic development and creation of new job opportunities
- improving community facilities
- industrial and commercial development
- educational and cultural opportunities
- improving health facilities.

g. Provide leadership in developing current and long-range policies on outdoor recreation in rural areas, and coordinate the Department's activities in promoting outdoor recreation.

h. Coordinate the Department's efforts to solve the economic problems of the aged and the handicapped in rural areas.

i. Provide leadership and initiate policies to coordinate and expedite the Department's efforts to assure that disadvantaged rural residents have full opportunity to participate in Federal programs.

j. Formulate "package programs" whereby services of two or more agencies, including agencies of the Department and others in the Federal Government, can be integrated so as to be mutually reinforcing, including activities designed to strengthen family farms.

5. RURAL AREAS DEVELOPMENT BOARD. Within the Department, a Rural Areas Development Board shall advise the Chairman of the Board on policies and operations affecting rural development, and the

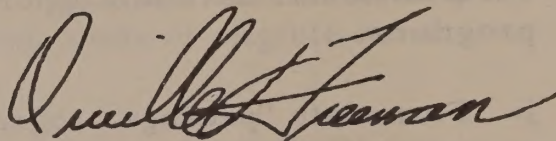
planning and execution of a fully coordinated Departmental program. Each Administrator of the following agencies shall be represented by a designee of his agency to speak for the agency in all matters coming before the Board:

Agricultural Research Service
Agricultural Stabilization and
Conservation Service
Cooperative State Research
Service
Consumer and Marketing
Service
Economic Research Service
Farmer Cooperative Service
Farmers Home Administra-
tion

Federal Crop Insurance
Corporation
Federal Extension Service
Forest Service
Office of Budget and Finance
Office of the General Counsel
Rural Community Development
Service
Rural Electrification Adminis-
tration
Soil Conservation Service
Statistical Reporting Service

The Assistant Secretary for Rural Development and Conservation will serve as Chairman of the Board; the Administrator of the Rural Community Development Service will serve as Vice Chairman; and the Director of the Program Operations Division will serve as Executive Secretary.

6. SUPERSEDED MEMORANDA. This memorandum supersedes Secretary's Memorandum No. 1570, dated February 24, 1965, and Secretary's Memorandum No. 1448, Revised, dated September 17, 1963.





DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON

May 11 1966

SECRETARY'S MEMORANDUM NO. 1597

Board of Forest Appeals

The following are hereby designated to constitute the Board of Forest Appeals pursuant to the provisions of Title 36, Code of Federal Regulations, section 211.23:

Regular Members

John A. Harris, Assistant to the General Counsel

Edward E. Gallahue, Head, Vegetable Marketing
Agreement Section, Consumer and Marketing
Service

Frank W. Hussey, Assistant to the Secretary

Fred Marshall, Grove City, Minnesota

Walter K. Granger, Phoenix, Arizona

Alternate Members

Howard Rooney, Director, Production Stabilization
Division, Office of the General Counsel

Waldo R. Frandsen, Regional Range Conservationist,
Soil Conservation Service

Thomas S. Ronningen, Assistant to the Administrator,
Cooperative State Research Service

Two additional alternate members not otherwise employed by the Government will be designated at a later date.

Mr. John A. Harris is hereby designated as Chairman of the Board of Forest Appeals. In his absence, Mr. Howard Rooney shall act as Alternate Chairman.

COMMITTEES (Board of Forest Appeals)

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON



SECRETARY'S MEMORANDUM NO. 127

Board of Forest Appeals

The following are hereby designated to constitute the Board of Forest Appeals pursuant to the provisions of Title 38, Code of Federal Regulations, section 211.23:

Regular Members

John A. Harris, Assistant to the General Counsel

Edward E. Callahan, Head, Vegetable Marketing
Agreement Section, Commerce and Marketing
Service

Frank W. Hussey, Assistant to the Secretary

Fred Marshall, Grove City, Minnesota

Walter K. Granger, Phoenix, Arizona

Alternate Members

Howard Rooney, Director, Production Stabilization
Division, Office of the General Counsel

Waldo R. Frandsen, Regional Range Conservationist,
Soil Conservation Service

Thomas S. Henningsen, Assistant to the Administrator,
Cooperative State Research Service

Two additional alternate members not otherwise employed by the Government will be designated at a later date.

Mr. John A. Harris is hereby designated as Chairman of the Board of Forest Appeals. In his absence, Mr. Howard Rooney shall act as Alternate Chairman.



DEPARTMENT OF AGRICULTURE
WASHINGTON, D. C. 20250

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All of the persons named above are hereby authorized to administer oaths and affirmations pursuant to the provisions of Title 5, United States Code, section 521.

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Secretary's Memorandum No. 100, dated 10/1/50, revised to include two additional persons and otherwise amended by the Government appointed subsequent to the passage of Executive Order 1007 and to effect other changes in the membership of the Board. The following are hereby designated or redesignated, as applicable, to constitute the Board of Export Appeals:

Regular Members

John A. Harris, Assistant to the General Counsel

Walter E. Underhill, Assistant to President, Cattle
and Horse Credit Corporation

Frank W. Harvey, Assistant to the Secretary

Paul Marshall, Duluth City, Minnesota

Walter E. Sawyer, Phoenix, Arizona

Alternate Members

E. Herbert Hays, Deputy Director, Research and
Operations Division, Office of the General Counsel

Walter E. Hays, National Range Conservationist,
Soil Conservation Service

Thomas S. Hays, Assistant to the Administrator,
Cooperative State Research Service

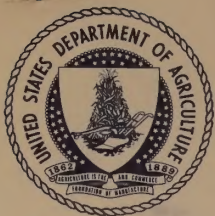
Henry Clapper, Arlington, Virginia

Frank A. Gallagher, Billings, Montana

COUNTERS

All of the persons named above are hereby authorized to administer oaths and affirmations pursuant to the provisions of Title 5, United States Code, section 551.

[Faint, illegible text and signatures follow, likely representing a list of authorized personnel and their respective signatures.]



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

June 30 1967

OFFICIAL
SECRETARY'S FILES

FILED
SECY'S RECORDS & COM. DIV.

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

Secretary's Memorandum No. 1597, dated May 11, 1966, is hereby revised to include two additional alternate members not otherwise employed by the Government appointed subsequent to the issuance of Memorandum No. 1597 and to effect other changes in the membership of the Board. The following are hereby designated or redesignated, as applicable, to constitute the Board of Forest Appeals:

Regular Members

John A. Harris, Assistant to the General Counsel

Wingate E. Underhill, Assistant to President, Com-
modity Credit Corporation

Frank W. Hussey, Assistant to the Secretary

Fred Marshall, Grove City, Minnesota

Walter K. Granger, Phoenix, Arizona

Alternate Members

D. Morrison Neely, Deputy Director, Research and
Operations Division, Office of the General Counsel

Waldo R. Frandsen, Regional Range Conservationist,
Soil Conservation Service

Thomas S. Ronningen, Assistant to the Administrator,
Cooperative State Research Service

Henry Clepper, Arlington, Virginia

Frank A. Gallagher, Billings, Montana

COMMITTEES

(Bd. Forest Appeals)



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

June 30 1967

OFFICIAL
SECRETARY'S FILES

FILED
SECRETARY'S RECORDS COM. DIV.

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

Secretary's Memorandum No. 1597, dated May 11, 1966, is hereby revised to include two additional alternate members not otherwise employed by the Government appointed subsequent to the issuance of Memorandum No. 1597 and to effect other changes in the membership of the Board. The following are hereby designated or redesignated, as applicable, to constitute the Board of Forest Appeals:

Regular Members

John A. Hattie, Assistant to the General Counsel
Wingate E. Underhill, Assistant to President, Com-
modity Credit Corporation
Frank W. Hussey, Assistant to the Secretary
Fred Marshall, Grove City, Minnesota
Walter K. Granger, Phoenix, Arizona

Alternate Members

D. Morrison Neely, Deputy Director, Research and
Operations Division, Office of the General Counsel
Waldo R. Frandsen, Regional Range Conservationist,
Soil Conservation Service
Thomas S. Romington, Assistant to the Administrator,
Cooperative State Research Service
Henry Clepper, Arlington, Virginia
Frank A. Gallagher, Billings, Montana

COMMITTEES

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

2

Mr. John A. Harris is hereby designated as Chairman of the Board of Forest Appeals. In his absence, Mr. D. Morrison Neely shall act as Alternate Chairman.

Board of Forest Appeals

All of the persons named above are hereby authorized to administer oaths and affirmations pursuant to the provisions of Chapter 124, Section 1, 43 Stat. 803.

This memorandum supersedes Secretary's Memorandum No. 1597, dated May 11, 1966.

John A. Harris, Deputy Secretary
Division, Office of the General Counsel

Quill F. Fennan

Wingard E. Underhill, Assistant to Executive Vice President,
Community Credit Corporation

Harold L. Gentry, Director, Natural Resources Division,
State Research Service

J. Roger Christensen, Trinidad, Colorado

Edgar E. Harvey, New Castle, Indiana

Alternate Members

D. Morrison Neely, Deputy Director, Research and Operations
Division, Office of the General Counsel

Robert E. Williams, Chief Range Conservationist, Soil
Conservation Service

Thomas A. Henningsen, Assistant Administrator, Cooperative
State Research Service

Samuel E. Clapper, Arlington, Virginia

Walter Robinson, Oakland, California

Mr. John A. Harris is hereby redesignated as Chairman of the Board of Forest Appeals. In his absence, Mr. D. Morrison Neely shall act as Alternate Chairman.

All of the persons named above are hereby authorized to administer oaths and affirmations pursuant to the provisions of Chapter 124, Section 1, 43 Stat. 803.

This memorandum supersedes Secretary's Memorandum No. 1597, revised, dated June 30, 1967.

J. Phil Campbell

J. Phil Campbell
Acting Secretary

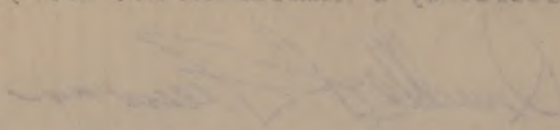
COMMITTEES

(Board Forest Appeals)

Mr. John A. Harris is hereby designated as Chairman of the Board of
Forest Appeals in his absence, Mr. D. Morrison Neely shall act as
Alternate Chairman.

All of the persons named above are hereby authorized to administer
oaths and affirmations pursuant to the provisions of Chapter 134,
Section 1, 43 Stat. 803.

This memorandum supersedes Secretary's Memorandum No. 1597, dated
May 11, 1966.



UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 28 1970

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

The following are hereby designated to constitute the Board of Forest Appeals pursuant to the provisions of 36 CFR 211.23:

Regular Members

John A. Harris, Deputy Director, Commodity Stabilization
Division, Office of the General Counsel

Wingate E. Underhill, Assistant to Executive Vice President,
Commodity Credit Corporation

— Melvin L. Cotner, Director, Natural Resources Division,
Economic Research Service

— J. Edgar Chenoweth, Trinidad, Colorado

— Ralph E. Harvey, New Castle, Indiana

Alternate Members

D. Morrison Neely, Deputy Director, Research and Operations
Division, Office of the General Counsel

— Robert E. Williams, Chief Range Conservationist, Soil
Conservation Service

Thomas S. Ronningen, Assistant Administrator, Cooperative
State Research Service

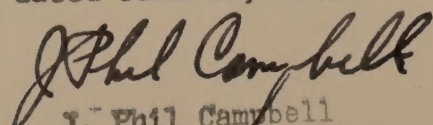
Henry E. Clepper, Arlington, Virginia

— Bestor Robinson, Oakland, California

Mr. John A. Harris is hereby redesignated as Chairman of the Board of Forest Appeals. In his absence, Mr. D. Morrison Neely shall act as Alternate Chairman.

All of the persons named above are hereby authorized to administer oaths and affirmations pursuant to the provisions of Chapter 124, Section 1, 43 Stat. 803.

This memorandum supersedes Secretary's Memorandum No. 1597, Revised, dated June 30, 1967.


J. Phil Campbell
Acting Secretary

COMMITTEES

(Board, Forest Appeals)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

August 28, 1957

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

The following are hereby designated to constitute the Board of Forest Appeals pursuant to the provisions of 36 CFR 211.23:

Regular Members

John A. Harris, Deputy Director, Commodity Stabilization
Division, Office of the General Counsel
Wingate E. Underhill, Assistant to Executive Vice President,
Commodity Credit Corporation
Melvin L. Cotner, Director, Natural Resources Division,
Economic Research Service
J. Edgar Chomowath, Trinidad, Colorado
Ralph E. Harvey, New Castle, Indiana

Alternate Members

D. Morrison Neely, Deputy Director, Research and Operations
Division, Office of the General Counsel
Robert E. Williams, Chief Range Conservationist, Soil
Conservation Service
Thomas S. Ronningan, Assistant Administrator, Cooperative
State Research Service
Henry E. Clapper, Arlington, Virginia
Beator Robinson, Oakland, California
Mr. John A. Harris is hereby redesignated as Chairman of the Board of
Forest Appeals. In his absence, Mr. D. Morrison Neely shall act as
Alternate Chairman.
All of the persons named above are hereby authorized to administer oaths
and affirmations pursuant to the provisions of Chapter 124, Section 1,
43 Stat. 803.

This memorandum supersedes Secretary's Memorandum No. 1597, Revised,
dated June 30, 1957.

John A. Harris
John A. Harris
Active Secretary

Forest Appeals

December 7 1970

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

Secretary's Memorandum No. 1597 (Revised August 28, 1970) is hereby further revised to designate as Alternate Member to the Board of Forest Appeals, Mr. Paul H. Rapp, Attorney, Production Stabilization Division, Office of the General Counsel, vice Mr. D. Morrison Neely, Deputy Director, Research and Operations Division, Office of the General Counsel.

In the absence of Mr. John A. Harris, Chairman of the Board, Mr. Paul H. Rapp shall act as Alternate Chairman, and Mr. Paul H. Rapp is hereby authorized to administer oaths and affirmations pursuant to the provisions of Chapter 124, Section 1, 43 Stat. 803.

J. Phil Campbell

J. Phil Campbell
Acting Secretary

COMMITTEES

(Bd. of Forest Appeals)

November 7 1970

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

Secretary's Memorandum No. 1597 (Revised August 28, 1970) is hereby further revised to designate as Alternate Member to the Board of Forest Appeals, Mr. Paul H. Rapp, Attorney, Production Stabilization Division, Office of the General Counsel, vice Mr. D. Morrison Neely, Deputy Director, Research and Operations Division, Office of the General Counsel.

In the absence of Mr. John A. Harris, Chairman of the Board, Mr. Paul H. Rapp shall act as Alternate Chairman, and Mr. Paul H. Rapp is hereby authorized to administer oaths and affirmations pursuant to the provisions of Chapter 124, Section 1, 43 Stat. 803.

Paul H. Rapp
J. Paul Campbell
Acting Secretary

COMMITTEES (24 of 24)



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

May 11, 1973.

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Supplement 1

Board of Forest Appeals

Secretary's Memorandum No. 1597 (Revised August 28, 1970, and further revised December 7, 1970) is hereby further revised to designate as a Regular Member of the Board of Forest Appeals, Mr. John H. Shouse, Executive Secretary, USDA Board of Contract Appeals, to fill a vacancy occurring by reason of the retirement from Government service of Regular Member Wingate E. Underhill.

Earl L. Butz
Secretary

COMMITTEES

(Board, Forest Appeals)

DEPARTMENT OF AGRICULTURE

OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250



May 1, 1957

SECRETARY'S MEMORANDUM NO. 1237, REVISED

Board of Forest Appeals

Secretary's Memorandum No. 1237 (Revised August 28, 1950, and further revised December 7, 1950) is hereby further revised to designate as a Regular Member of the Board of Forest Appeals, Mr. John H. Shouse, Executive Secretary, USDA Board of Contract Appeals, to fill a vacancy occurring by reason of the retirement from Government service of Regular Member Wingate E. Underhill.

Paul L. [Signature]
Secretary



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON

September 25, 1974

SECRETARY'S MEMORANDUM NO. 1597, REVISED
SUPPLEMENT 2

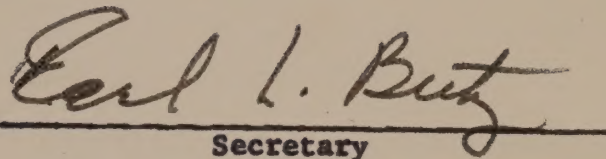
Board of Forest Appeals

Secretary's Memorandum No. 1597 (Revised August 28, 1970, and further revised December 7, 1970, and supplemented May 11, 1973, by Supplement 1) is further supplemented to designate Mr. Paul H. Rapp, who is Chairman of the Board of Contract Appeals of the Department of Agriculture, as a regular member and Chairman of the Board of Forest Appeals. Mr. Rapp is also presently an alternate member and Alternate Chairman of the Board of Forest Appeals, which position now becomes vacant.

This designation is vice Mr. John A. Harris, Director, Commodity Programs Division, Office of the General Counsel.

Mr. Eric J. Curtis, who is Vice-Chairman of the Board of Contract Appeals of the Department of Agriculture, is designated as a regular member vice John H. Shouse, who retired from Government service on June 30, 1974.

The Board of Forest Appeals continues to function for the purpose of final disposition of all appeals pending on September 25, 1974, under the Appeal Regulation (36 CFR 211.20, et seq.). This Supplement 2 is effective September 25, 1974.


Secretary

COMMITTEES

(Board Forest Appeals)

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON



September 25, 1974

SECRETARY'S MEMORANDUM NO. 1597, REVISED
SUPPLEMENT 2

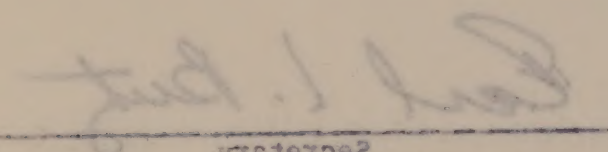
Board of Forest Appeals

Secretary's Memorandum No. 1597 (Revised August 28, 1970, and further revised December 7, 1970, and supplemented May 11, 1973, by Supplement 1) is further supplemented to designate Mr. Paul H. Rapp, who is Chairman of the Board of Contract Appeals of the Department of Agriculture, as a regular member and Chairman of the Board of Forest Appeals. Mr. Rapp is also presently an alternate member and Alternate Chairman of the Board of Forest Appeals, which position now becomes vacant.

This designation is vice Mr. John A. Harris, Director, Commodity Programs Division, Office of the General Counsel.

Mr. Eric J. Curtis, who is Vice-Chairman of the Board of Contract Appeals of the Department of Agriculture, is designated as a regular member vice John H. Shouse, who retired from Government service on June 30, 1974.

The Board of Forest Appeals continues to function for the purpose of final disposition of all appeals pending on September 25, 1974, under the Appeal Regulation (36 CFR 211.20, et seq.). This Supplement 2 is effective September 25, 1974.


Secretary

COMMITTEES



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

November 15, 1974

SECRETARY'S MEMORANDUM NO. 1597, REVISED
SUPPLEMENT 3

Board of Forest Appeals

Secretary's Memorandum No. 1597 (revised August 28, 1970, and further revised December 7, 1970, and supplemented May 11, 1973, and September 25, 1974, by Supplements 1 and 2) is hereby further amended to reflect the following change in the Department's Board of Forest Appeals:

Robert G. Rue, Vice-Chairman of the Board of Contract Appeals of the Department of Agriculture, has been designated as a regular member vice Eric J. Curtis, who has been designated Director, Natural Resources Division, Office of the General Counsel.

A handwritten signature in black ink, reading "J. Phil Campbell", is positioned above the typed name.

J. PHIL CAMPBELL
Acting Secretary of Agriculture

COMMITTEES (Board, Forest Appeals)

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

September 20, 1976

SECRETARY'S MEMORANDUM NO. 1597, REVISED

Board of Forest Appeals

This cancels Secretary's Memorandum No. 1597, Revised, Supplement 3, dated November 15, 1974. The Board of Forest Appeals membership is designated pursuant to 36 CFR 211.23(a) of the Appeal Regulation. The membership of the Board of Forest Appeals consists of the following:

Regular Members

Paul H. Rapp, Chairman, Office of the Secretary
Robert G. Rue, Member, Office of the Secretary
Melvin L. Cotner, Member, Economic Research Service
J. Edgar Chenoweth, Member, Trinidad, Colorado
Ralph Harvey, Member, New Castle, Indiana

Earl L Butz

Secretary of Agriculture

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

September 20, 1939

SECRETARY'S INFORMATION NO. 1201, REVISED

Board of Forest Agents

This annual Secretary's Information No. 1201, revised, Supplement 1, dated November 11, 1938. The Board of Forest Agents membership is designated and is to be the same as the Board of Forest Agents. The membership of the Board of Forest Agents consists of the following:

Regular Members

Carl E. Kapp, Director, Office of the Secretary
Forest Service, Office of the Secretary
United States Forest Service, Bureau of Forest Service
J. Edgar Chambers, Manager, United States
Forest Service, Forest, and Game, Indiana

Carl E. Kapp

Secretary of Agriculture



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

June 6 1966

SECRETARY'S MEMORANDUM NO. 1598

Prevention, Control and Abatement of Water Pollution

Executive Order 11258 dated November 17, 1965, copy attached, asks the heads of Departments, agencies and establishments of the Executive Branch to provide leadership in the nationwide effort to improve water quality through prevention, control and abatement of water pollution from Federal Government activities. The order also establishes policies, sets standards and provides for periodic reports on plans and progress.

The President again emphasized the need for pollution control and abatement in his message of February 23, 1966, on Preservation of Our Natural Heritage. No Department recognizes more than this the need to eliminate pollution. We need clean and uncontaminated water for drinking, growing crops, providing a habitat suitable for animals and fish and offering recreational opportunities for all. I accept the President's request to provide leadership and ask each agency to cooperate fully in carrying out the goals of the order.

The Department's Administrative Regulations delegate to the Soil Conservation Service responsibility and authority for general administration of activities in connection with interagency agreements and other working arrangements for river basin investigations and preparation of reports thereon and for general administration of the flood prevention and small watershed programs. To facilitate and make more effective the cooperative and joint efforts involved, the Administrator of the Soil Conservation Service has established a River Basin Planning and Watershed Operations Advisory Committee at the Deputy or Assistant Administrator level composed of representatives of the Agricultural Research Service, Forest Service, Economic Research Service, Farmers Home Administration, Rural Electrification Administration, and Soil Conservation Service, with the latter as Chairman.

Because of the responsibilities delegated to the Soil Conservation Service for river basin activities, it represents the Department on the Interdepartmental Staff Committee of the Water Resources Council. The Soil Conservation Service also has been designated as the Department's representative on an interdepartmental committee chaired by the representative of the Federal Water Pollution Control Administration to facilitate administration of the Federal Water Pollution Control Act, as amended, and Executive Order 11258.



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

June 6 1966

1598
SECRETARY'S MEMORANDUM NO.

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Because of the responsibilities delegated to the Soil Conservation Service for river basin activities, it represents the Department on the Interdepartmental Staff Committee of the Water Resources Council. The Soil Conservation Service also has been designated as the Department's representative on an interdepartmental committee chaired by the representative of the Federal Water Pollution Control Administration to facilitate administration of the Federal Water Pollution Control Act, as amended, and Executive Order 11258.

DEPARTMENT OF AGRICULTURE
WASHINGTON, D.C. 2025

2

Subject to over-all coordination by the Soil Conservation Service, individual agencies are responsible for complying with the specific sections of the Executive Order. However, the reports required to be submitted to the Bureau of the Budget by Sections 3 and 7 shall be on a consolidated Department basis. The Office of Plant and Operations shall assist the Soil Conservation Service by compiling the consolidated reports, securing intradepartmental clearances as may be required by the nature of those reports, and forwarding the reports to the Director of the Bureau of the Budget.

Quill

Attachment

Joseph D. ...
Assistant Secretary for ...

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Attachment



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

July 26 1966

SECRETARY'S MEMORANDUM NO. 1598, SUPPLEMENT 1

Prevention, Control and Abatement of Water Pollution

Executive Order 11288 dated July 2, 1966, copy attached supersedes Executive Order 11258 which was the subject of Secretary's Memorandum No. 1598.

The new order is issued in furtherance of the Federal Water Pollution Control Act, as amended, and Reorganization Plan No. 2 of 1966 (31 FR 6857). It directs the Secretary of the Interior rather than the Secretary of Health, Education, and Welfare to provide technical advice and assistance to the heads of other departments, agencies and establishments in connection with their duties and responsibilities under this Order.

The references to Executive Order 11258 in Secretary's Memorandum No. 1598 should be changed to read 11288. All other provisions in the Memorandum remain in effect.

Joseph M. Robertson

Assistant Secretary for Administration

Attachment

Sec. 2. Procedures for new Federal facilities and buildings. (a) A request for funds to defray the cost of designing and constructing new facilities and buildings in the United States shall be included in the annual budget estimates of a department, agency, or establishment only if such request includes funds to defray the costs of such measures as may be necessary to assure that the new facility or building will meet the general standards prescribed by Section 4 of this order.



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

July 26 1966

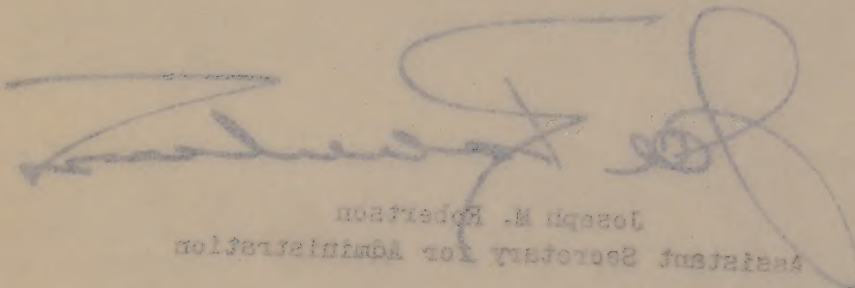
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Joseph M. Robertson
Assistant Secretary for Administration

Attachment

EXECUTIVE ORDER 11288

PREVENTION, CONTROL, AND ABATEMENT OF WATER POLLUTION BY FEDERAL ACTIVITIES

By virtue of the authority vested in me as President of the United States and in furtherance of the purpose and policy of the Federal Water Pollution Control Act, as amended (33 U.S.C. 466), and Reorganization Plan No. 2 of 1966 (31 F.R. 6857), it is ordered as follows:

SECTION 1. *Policy.* The heads of the departments, agencies, and establishments of the Executive Branch of the Government shall provide leadership in the nationwide effort to improve water quality through prevention, control, and abatement of water pollution from Federal Government activities in the United States. In order to achieve these objectives—

(1) Pollution from all existing Federal facilities and buildings shall be controlled in accordance with plans to be submitted to the Director of the Bureau of the Budget pursuant to Section 3 of this order;

(2) New Federal facilities and buildings shall be constructed so as to meet the pollution control standards prescribed by Section 4 of this order;

(3) Pollution caused by all other operations of the Federal Government, such as water resources projects and operations under Federal loans, grants, or contracts, shall be reduced to the lowest level practicable;

(4) Review and surveillance of all such activities shall be maintained to assure that pollution control standards are met on a continuing basis;

(5) The Secretary of the Interior shall, in administering the Federal Water Pollution Control Act, as amended, provide technical advice and assistance to the heads of other departments, agencies, and establishments in connection with their duties and responsibilities under this order;

(6) The head of each department, agency, and establishment shall ensure compliance with Section 11 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 466h), which, as modified by Reorganization Plan No. 2 of 1966 (31 F.R. 6857), declares it to be the intent of Congress that Federal departments and agencies shall, insofar as practicable and consistent with the interests of the United States and within available appropriations, cooperate with the Secretary of the Interior and with State and interstate agencies and municipalities, in preventing or controlling water pollution; and

(7) Water pollution control needs shall be considered in the initial stages of planning for each new installation or project, and the head of each department, agency, and establishment shall establish appropriate procedures for securing advice and for consulting with the Secretary of the Interior at the earliest feasible stage.

SEC. 2. *Procedures for new Federal facilities and buildings.* (a) A request for funds to defray the cost of designing and constructing new facilities and buildings in the United States shall be included in the annual budget estimates of a department, agency, or establishment only if such request includes funds to defray the costs of such measures as may be necessary to assure that the new facility or building will meet the general standards prescribed by Section 4 of this order.

(b) Prior to any solicitation of bids for construction of any such new facility or building a description of the essential features of the water pollution control and treatment measures proposed for the project shall be submitted to the Secretary of the Interior for prompt review and advice as to the adequacy and effectiveness of the measures proposed and for advice as to any related operating procedures and continuing laboratory examinations deemed necessary to ensure effective plant operation.

SEC. 3. *Procedures for existing Federal facilities and buildings.*

(a) In order to facilitate budgeting for corrective and preventive measures, the head of each department, agency, and establishment shall provide for an examination of all existing facilities and buildings under his jurisdiction in the United States and shall develop and present to the Director of the Bureau of the Budget, by July 1, 1966, a phased and orderly plan for installing such improvements as may be needed to prevent water pollution, or abate such water pollution as may exist, with respect to such buildings and facilities. Subsequent revisions needed to keep any such plan up-to-date shall be promptly submitted to the Director of the Bureau of the Budget. Future construction work at each such facility and the expected future use of the facility shall be considered in developing such a plan. Each such plan, and any revisions therein, shall be developed in consultation with the Secretary of the Interior in order to ensure that adoption of the measures proposed thereby will result in the prevention or abatement of water pollution in conformity with the general standards prescribed by Section 4 of this order.

(b) The head of each department, agency, and establishment shall present to the Director of the Bureau of the Budget, by July 1, 1967, and by the first of each fiscal year thereafter, an annual report describing the progress of his department, agency, or establishment in accomplishing the objectives of its pollution abatement plan.

SEC. 4. *General standards.* (a) Federal installations shall provide secondary treatment, or its equivalent, for all wastes except cooling water and fish hatchery effluents. Discharge of wastes into municipal sewerage systems maintaining adequate treatment is hereby declared to be the preferred method of disposal. However, whenever connection to such a system is not feasible, the department, agency, or establishment concerned shall be responsible for installing its own waste treatment system. Upon an application of the head of a department, agency, or establishment, a degree of treatment less than secondary may be approved with respect to an agency-installed system in an exceptional case if the Secretary of the Interior finds that a lesser degree of treatment is adequate to protect the quality of the receiving waters.

(b) If discharge of cooling water is expected to create problems by significantly increasing the temperature of the receiving waters, facilities shall be installed, or operating procedures shall be established, to maintain water temperatures within acceptable limits.

(c) Storage facilities for materials which are hazardous to health and welfare, and for oils, gases, fuels or other materials capable of causing water pollution, if accidentally discharged, shall be located so as to minimize or prevent any spillage which might result in water pollution. Engineering measures to entrap spillage, such as catchment areas, relief vessels, or entrapment-dikes, shall be installed so as to prevent accidental pollution of water.

(d) No waste shall be discharged into waters if it contains any substances in concentrations which are hazardous to health.

(e) No waste shall be discharged into waters if it contains any substances in concentrations which will result in substantial harm to domestic animals, fish, shellfish, or wildlife, if methods of treatment or disposal are available that will remove or render harmless such pollutants. If such methods are not available, but can reasonably be developed, they will be developed and used at the earliest possible date. A determination that such methods are not available or cannot reasonably be developed will not be made without the concurrence of the Secretary of the Interior.

(f) The head of each department, agency, and establishment shall, with respect to each installation in the United States under his jurisdiction, make, or cause to be made, such surveys as may be necessary to ensure that discharges of waste effluents from activities concerned with radioactivity are in accord with the applicable rules, regulations, or requirements of the Atomic Energy Commission (10 CFR, Part 20) and the policies and guidance of the Federal Radiation Council as published in the FEDERAL REGISTER.

(g) Construction and operating plans for waste treatment facilities shall include space for the conduct of necessary laboratory analyses and for the maintenance of records of results thereof whenever the size and complexity of the system makes this necessary.

(h) Construction and operating plans for waste treatment facilities shall take into account water quality standards promulgated pursuant to the provisions of the Water Quality Act of 1965 (79 Stat. 903).

(i) Any waste treatment facilities installed by any department, agency, or establishment shall as far as practicable be constructed so as to conform with any areawide program, meeting criteria established by the Secretary of Housing and Urban Development for a unified or officially coordinated areawide sewer facilities system as part of the comprehensively planned development of the area pursuant to Section 702(c) of the Housing and Urban Development Act of 1965, that may have been adopted with respect to the area concerned.

SEC. 5. *Modification of standards.* The standards prescribed by paragraphs (a) through (e) and (g) through (i) of Section 4 of this order may be supplemented or modified by the Secretary of the Interior, after consultation with the Director of the Bureau of the Budget. All such changes shall be published in the FEDERAL REGISTER.

SEC. 6. *Procedures for Federal water resources projects.* (a) The Secretaries of Agriculture and the Army, the Tennessee Valley Authority, and the United States Section of the International Boundary and Water Commission shall present for the consideration of the Secretary of the Interior any plans that they propose to recommend with respect to the authorization or construction of any Federal water resource development project in the United States. Such plans must be consistent with the general standards prescribed by Section 4 of this order to the fullest extent practicable. The Secretary of the Interior shall review such plans and supporting data relating to water quality, and shall prepare a report to the head of the responsible department, agency, or establishment describing the potential impact of the project on water quality, including recommendations concerning any changes or other measures with respect thereto which he considers to be necessary with respect to the design, construction, and operation of the project.

(b) The report of the Secretary of the Interior shall accompany any report proposing authorization or construction of such a water

resource development project. In any case in which the Secretary of the Interior fails to submit a report within 90 days after receipt of project plans, the head of the department, agency, or establishment concerned may propose authorization or construction of the project without such an accompanying report. In any such case, the head of the department, agency, or establishment concerned shall explicitly state in his report concerning the project that the Secretary of the Interior has not reported on the potential impact of the project on water quality.

SEC. 7. *Review of facilities or operations supported by Federal loans, grants, or contracts.* (a) The head of each department, agency, and establishment shall conduct a review of the loan, grant, and contract practices of his organization to determine the extent to which water pollution control standards similar to those set forth in this order for direct Federal operations should be adhered to by borrowers, grantees, or contractors with respect to their operations in the United States. The head of each department, agency, and establishment shall review all such activities for which there is a significant potential for reduction of water pollution and develop appropriate recommendations for accomplishing such reduction. In conducting this review, necessary technical assistance should be sought from the Secretary of the Interior and the heads of other appropriate Federal agencies. A report on the results of this review shall be submitted to the Director of the Bureau of the Budget by July 1, 1966.

(b) The heads of departments, agencies, and establishments are encouraged to prescribe regulations covering loan, grant, or contract practices designed to reduced water pollution.

SEC. 8. *Study of water pollution from vessel operations.* The Secretary of the Interior shall make a comprehensive study of the problem of water pollution within the United States caused by the operation of vessels, and shall develop such recommendations for corrective or preventive action as may be appropriate, including recommendations with respect to vessels operated by any department, agency, or establishment of the Federal Government. The results of the study and recommendations shall be transmitted to the President by January 1, 1967. The study and report thereon shall be prepared in consultation with, and with the advice and assistance of, the Secretary of Defense, the Secretary of the Treasury, the Secretary of Commerce, and the Secretary of Health, Education, and Welfare.

SEC. 9. *Prior Executive order superseded.* Executive Order No. 11258 of November 17, 1965, is hereby superseded.

THE WHITE HOUSE,
July 2, 1966.

LYNDON B. JOHNSON

[F.R. Doc. 66-7460; Filed, July 5, 1966; 4:46 p.m.]



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON

July 28 1966

SECRETARY'S MEMORANDUM NO. 1599

~~MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES~~

Establishment of Office of Management Improvement

President Johnson, as part of his continuing effort to promote excellence in government administration, has issued this White House memorandum telling his Cabinet and Agency Heads of his great interest in computers and in their effective use by the government.

I commend this memorandum to you for serious study, consideration, and action.

This Department has a good record in the computer field. We were one of the early users of computers in government. We are constantly pressing forward in this area. We now have major studies under way to test the practicality of using computers in the ARS, CEA, FAS, and REA, for current research information retrieval, and also for library functions.

To give added emphasis to our efforts and to follow through on this White House memorandum, I am establishing an Office of Management Improvement — to replace the Office of Management Appraisal and Systems Development.

I have directed Joe Haspray, Director of the Office of Management Improvement, to mount a sound comprehensive automatic data processing management program for this Department.

My goal is to give prompt and effective implementation to President Johnson's objective of using computers to do a better job at the lowest possible cost.

Attachment

ORGANIZATION 1 (OMI)



July 18, 1962

SECRETARY'S MEMORANDUM NO. 1007

MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES

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Attachment

THE WHITE HOUSE

WASHINGTON

June 28, 1966

MEMORANDUM FOR

HEADS OF DEPARTMENTS AND AGENCIES

I want the head of every Federal agency to explore and apply all possible means to

- use the electronic computer to do a better job
- manage computer activity at the lowest possible cost.

I want my administration to give priority emphasis to both of these objectives -- nothing less will suffice.

The electronic computer is having a greater impact on what the Government does and how it does it than any other product of modern technology.

The computer is making it possible to

- send men and satellites into space
- make significant strides in medical research
- add several billions of dollars to our revenue through improved tax administration
- administer the huge and complex social security and medicare programs
- manage a multi-billion dollar defense logistics system
- speed the issuance of G.I. insurance dividends, at much less cost
- save lives through better search and rescue operations

THE WHITE HOUSE

WASHINGTON

June 26, 1966

MEMORANDUM FOR

HEADS OF DEPARTMENTS AND AGENCIES

I want the head of every Federal agency to explore and apply all possible means to

-- use the electronic computer to do a better job

-- manage computer activity at the lowest possible cost.

I want my administration to give priority emphasis to both of these objectives -- nothing less will suffice.

The electronic computer is having a greater impact on what the Government does and how it does it than any other product of modern technology.

The computer is making it possible to

-- send men and satellites into space

-- make significant strides in medical research

-- add several billions of dollars to our revenue through improved tax administration

-- administer the huge and complex social security and medicare programs

-- manage a multi-billion dollar defense logistics system

-- speed the issuance of G.I. insurance dividends, at much less cost

-- save lives through better search and rescue operations

-- harness atomic energy for peaceful uses

-- design better but less costly highways and structures.

In short, computers are enabling us to achieve progress and benefits which a decade ago were beyond our grasp.

The technology is available. Its potential for good has been amply demonstrated, but it remains to be tapped in fuller measure.

I am determined that we take advantage of this technology by using it imaginatively to accomplish worthwhile purposes.

I therefore want every agency head to give thorough study to new ways in which the electronic computer might be used to

-- provide better service to the public

-- improve agency performance

-- reduce costs.

But, as we use computers to achieve these benefits, I want these activities managed at the lowest possible cost.

At the present time, the Federal Government

-- uses 2,600 computers

-- employs 71,000 people in this activity

-- spends over \$2 billion annually to acquire and operate this equipment, including special military type computers.

Clearly, we must devote our best efforts to managing this large investment wisely and with the least cost.

I approved a blueprint for action when I approved the Bureau of the Budget "Report on Management of ADP in the Government."

The Congress recognized this need when it enacted Public Law 89-306 (the Brooks Bill) last October. This legislation provided specific authorities to

-- harness atomic energy for peaceful uses

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-- provide better service to the public

-- improve agency performance

-- reduce costs.

But, as we use computers to achieve these benefits, I want these activities managed at the lowest possible cost.

At the present time, the Federal Government

-- uses 3,600 computers

-- employs 71,000 people in this activity

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Clearly, we must devote our best efforts to managing this large investment wisely and with the least cost.

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The Congress recognized this need when it enacted Public Law 89-306 (the Brooks Bill) last October. This legislation provided specific authority to

- the General Services Administration, for the procurement, utilization and disposition of automatic data processing equipment
- the Department of Commerce, for the development of data processing standards and the provision of assistance to agencies in designing computer-based systems
- the Bureau of the Budget, for exercising policy and fiscal control over the implementation of these authorities.

These agencies are seeking actively to put into effect ways for improving and reducing the cost of this huge and complex operation.

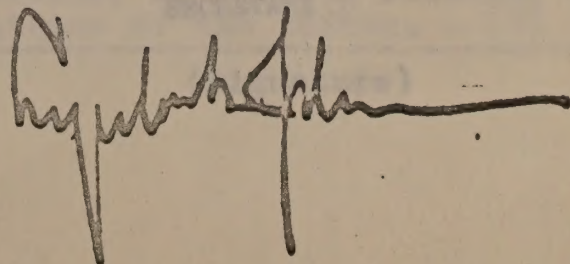
In my Budget Message for 1967 I told the Congress of my intent to make sure that this huge investment is managed efficiently.

The Federal Government must give priority attention to

- establishing better and more effective procurement methods
- making fuller use of existing facilities through sharing and joint-use arrangements before acquiring additional equipment
- re-utilizing excess equipment whenever feasible
- achieving, with industry cooperation, greater compatibility of equipment.

I expect all agencies to cooperate fully with the Bureau of the Budget, the General Services Administration, and the Department of Commerce in accomplishing these objectives.

I want the Director of the Bureau of the Budget to report to me on December 31, 1966, and every six months thereafter, on the progress that is being made throughout the Federal Government in improving the management of this very important technology.



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-- the Department of Commerce, for the development of data processing standards and the provision of assistance to agencies in designing computer-based systems

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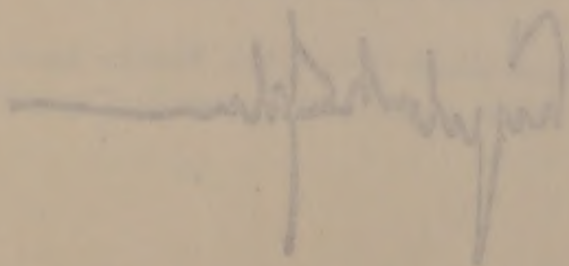
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UNITED STATES DEPARTMENT OF AGRICULTURE

WASHINGTON

ADMINISTRATIVE REGULATIONS

Amendment No. 46 July 28th 1966 Title 1

Subject: AUTHORITIES AND FUNCTIONS ASSIGNED TO THE
DIRECTOR OF MANAGEMENT IMPROVEMENT

Chapter 3

Section 7 of Chapter 3, as revised, provides for a Director of Management Improvement superseding the former Director of Management Appraisal and Systems Development. He will head the Office of Management Improvement and be responsible for functions assigned in paragraph 245.

Among the functions assigned are paperwork management activities, including management of records, reports, directives, correspondence, and forms. This function is transferred from the Office of Plant and Operations, together with personnel, funds, records, and equipment as approved by the Assistant Secretary for Administration.

The new Office of Management Improvement will supersede and absorb functions previously assigned to the Office of Management Appraisal and Systems Development.

Orville L. Freeman
SECRETARY /

(Signature)

UNITED STATES DEPARTMENT OF AGRICULTURE

WASHINGTON

ADMINISTRATIVE REGULATIONS

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Orville L. Freeman
SECRETARY

(Signature)

UNITED STATES DEPARTMENT OF AGRICULTURE
ADMINISTRATIVE REGULATIONS

TITLE 1 - GENERAL AUTHORITIES AND FUNCTIONS

CHAPTER 3 - AUTHORITIES AND FUNCTIONS OF ADMINISTRATIVE
STAFF OFFICERS

SECTION 7. DIRECTOR OF MANAGEMENT IMPROVEMENT

245. (a) - The Director of Management Improvement provides leadership in planning, administering, and evaluating the Department's management program, and specifically:

- (a) Reviews the management and operating policies and processes of the Department, searching for better, more effective and lower cost approaches to the conduct of the business of the USDA;
- (b) Develops, designs, installs and revises systems, processes, work methods and techniques, and undertakes other system engineering effort to improve the management and operational effectiveness of the USDA;
- (c) Plans, promotes, facilitates and coordinates the USDA data processing program through all stages of the data processing management cycle: — advance planning, feasibility, design, equipment selection and acquisition readiness effort, systems installation, systems impact appraisal, time sharing and service center arrangements, systems monitoring and evaluation.
- (d) Provides Department-wide, central payrolling, and related management data services (personnel statistics, fiscal, and other).
- (e) Carries out Department-wide management improvement programs such as paperwork management, work measurement, operations improvement, and related programs.

He formulates and promulgates policies, procedures, and regulations to implement the above assigned responsibilities. He represents the Department in contacts with outside organizations (Government and private) on matters relating to the Department-wide responsibilities of the office. - (S)

UNITED STATES DEPARTMENT OF AGRICULTURE
ADMINISTRATIVE REGULATIONS

TITLE I - GENERAL AUTHORITIES AND FUNCTIONS

CHAPTER I - AUTHORITIES AND FUNCTIONS OF ADMINISTRATIVE
STAFF OFFICERS

SECTION I. DIRECTOR OF MANAGEMENT IMPROVEMENT

282. (a) - The Director of Management Improvement provides leadership in planning, administering, and evaluating the Department's management program, and specifically:

(1) Reviews the management and operating policies and processes of the Department, recommending for better, more effective and lower cost approaches to the conduct of the business of the USDA;

(2) Develops, designs, installs and revises systems, processes, work methods and techniques, and undertakes other system engineering efforts to improve the management and operational effectiveness of the USDA;

(3) Plans, promotes, facilitates and coordinates the USDA's management program through all stages of the management process, including: -- analysis of the existing management system; -- planning, feasibility, design, equipment selection and installation; -- system impact appraisal; -- system monitoring and evaluation; -- system sharing and service center arrangements;

(4) Provides department-wide, central personnel and related management data services (personnel files, time, fiscal, and other);

(5) Carries out Department-wide management improvement programs such as personnel management, work measurement, operations improvement, and related programs.

He formulates and promulgates policies, procedures, and regulations to implement the above assigned responsibilities. He represents the Department in contacts with outside organizations (Government and private) on matters relating to the Department-wide responsibilities of the office. - (b)

UNITED STATES DEPARTMENT OF AGRICULTURE

WASHINGTON

ADMINISTRATIVE REGULATIONS

New Title

July 28th 1966

Title 5
9

Subject: ESTABLISHMENT OF OFFICE OF MANAGEMENT IMPROVEMENT

Chapter 1

Chapter 1 outlines authorities and responsibilities assigned to the Office of Management Improvement which supersedes the former Office of Management Appraisal and Systems Development.

Among functions assigned are paperwork management activities, including management of records, reports, directives, correspondence, and forms. This function is transferred from the Office of Plant and Operations, together with personnel, funds, records and equipment as approved by the Assistant Secretary for Administration.

Orville L. Freeman

~~SECRETARY~~

(Signature)

UNITED STATES DEPARTMENT OF AGRICULTURE
ADMINISTRATIVE REGULATIONS
CHAPTER 1 - GENERAL
SECTION 1 - GENERAL

CHAPTER 1 - ADMINISTRATIVE AND RESPONSIBILITIES

SECTION 1 - GENERAL

1. Responsibilities of the Director of the Office of Management

There is hereby established an Office of Management, hereinafter referred to as the Office of Management, and the Director of the Office of Management, hereinafter referred to as the Director, shall have the following responsibilities:

- (a) To develop and maintain a system of management which shall be based on the principles of sound management and which shall be designed to provide for the efficient and economical operation of the Department of Agriculture.
- (b) To develop and maintain a system of management which shall be based on the principles of sound management and which shall be designed to provide for the efficient and economical operation of the Department of Agriculture.
- (c) To develop and maintain a system of management which shall be based on the principles of sound management and which shall be designed to provide for the efficient and economical operation of the Department of Agriculture.

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- (g) To develop and maintain a system of management which shall be based on the principles of sound management and which shall be designed to provide for the efficient and economical operation of the Department of Agriculture.

acquisition; time sharing and service centers; adjustments to systems impact; and, systems operation and evaluation.

(e) In cooperation with interested agencies, designs, implements and coordinates automatic data processing systems and information management systems, including, but not restricted to, information storage and retrieval, management information, source data automation, data transmission, and related systems. Determines the need for, designs, and implements Department-wide systems. Works to improve existing Departmental and agency systems.

(f) Reviews and approves the use of consulting services and the use, by contract or other arrangement, of the services and facilities of others in the functional areas assigned to the office.

(g) Determines the need for and arranges for the establishment of Department Computer Centers. Prescribes guides covering the operation, services, arrangements for use, and the fee schedules of such Centers.

(h) Directs the Management Data Service Center in New Orleans, Louisiana.

(i) Develops and executes Department-wide management improvement programs, such as work measurement, work simplification, operations improvement, quality control and others.

(j) Provides Department-wide direction to paperwork management activities, including the management of records, reports, directives, correspondence, and forms.

(k) Reviews and approves appointments to key positions (GS-14 and above) in the functional areas assigned to the Office of Management Improvement.

(l) Provides liaison for the Department in the functional areas described above. This includes liaison and coordination for these functions between (1) agencies within the Department; and (2) the Department and other Government agencies, Congressional Committees, and other executive and legislative organizations.

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executive and legislative organizations.



DEPARTMENT OF AGRICULTURE
WASHINGTON 25, D.C.

September 7 1966

SECRETARY'S MEMORANDUM NO. 1600

Prevention, Control, and Abatement of Air Pollution

The policy of Executive Order 11282, dated May 26, 1966, is that the Heads of Departments, Agencies, and establishments of the Executive Branch of the Government shall provide leadership in the nationwide effort to improve the quality of our air through the prevention, control, and abatement of air pollution from Federal Government activities in the United States. The Order also establishes procedures for requesting funds to defray the cost of the program, prescribes objectives, provides for periodic reports and directs the Secretary of the Health, Education and Welfare to set standards to implement the objectives of the Order.

I welcome the opportunity to provide leadership in improving the quality of our air through the prevention, control, and abatement of air pollution from Federal Government activities. The Administrator of the Agricultural Research Service will be the Department's representative under the Executive Order and will provide technical assistance to the agencies. Agencies must cooperate fully in carrying out our responsibility under the Order.

Subject to overall coordination by the Agricultural Research Service, individual agencies are responsible for complying with specific sections of the Executive Order. The procedure for the plans and annual reports required to be submitted to the Bureau of the Budget by Section 3 of the Executive Order are prescribed by the Bureau of the Budget Circular No. A-78. Department agencies shall prepare and consolidate the required plans and reports and submit them to the Office of Plant and Operations which shall assist the Agricultural Research Service by compiling a tabulation of agency summaries, securing intradepartmental clearances and forwarding plans and reports to the Director of the Bureau of the Budget.

Copies of Executive Order No. 11282; the Bureau of the Budget Circular No. A-78, dated August 6, 1966; and applicable Public Health Service Standard, dated June 2, 1966, are available from the Real Estate Management Division, Office of Plant and Operations.

Quill F. Newman

METEOROLOGY



DEPARTMENT OF AGRICULTURE
WASHINGTON 25, D.C.

September 7, 1966

SECRETARY'S MEMORANDUM NO.

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UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

October 5, 1966
September 23 1966

SECRETARY'S MEMORANDUM NO. 1601

Joint Committee to Study the Cooperative Extension Service

The system of joint USDA and Land-Grant University responsibility for Cooperative Extension work requires a cooperative determination on major policies and program direction for effective service to the public. The basic legislation establishing the Cooperative Extension Service specifically provides that the work be carried on in such manner as may be mutually agreed upon between the Secretary of Agriculture and the State Land-Grant Universities. The National Association of State Universities and Land-Grant Colleges concurs in the proposal that a joint study of the Cooperative Extension Service would be helpful in providing a stronger base for continued cooperation and in bringing about better mutual understanding of Extension's role. Such joint study by a duly constituted advisory committee is determined to be in the public interest in connection with legally authorized functions of the Department (7 U.S.C. 342). To conduct this study, a committee is hereby established, to be composed of representatives of the Land-Grant Universities, the general public, and USDA agencies.

I. PURPOSE OF THE JOINT STUDY

- A. To analyze and evaluate past contributions of the Cooperative Extension Service and assess its present posture.
- B. To review basic administrative and operational relationships between the Department of Agriculture and the respective Land-Grant Universities for the purpose of building a stronger program based on mutual understanding and direction.
- C. To examine the functions exercised by the Cooperative Extension Service in relationship to other extension and extension-related programs of various executive departments of the Federal Government.
- D. To project the future scope, direction and redirection of the Cooperative Extension Service in order that it may make the maximum contribution to local, State, and national goals and needs of the people it serves.

COMMITTEES (CES)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

October 2, 1966
September 18, 1966

SECRETARY'S MEMORANDUM NO. 1401

Joint Committee to Study the Cooperative Extension Service

The system of joint USDA and land-grant university responsibility for Cooperative Extension work requires a cooperative determination on major policies and program direction for effective service to the public. The basic legislation establishing the Cooperative Extension Service specifically provides that the work be carried on in each member as may be mutually agreed upon between the Secretary of Agriculture and the State Land-Grant Universities. The National Association of State Universities and Land-Grant Colleges concurs in the proposal that a joint study of the Cooperative Extension Service would be helpful in providing a stronger base for continued cooperation and in bringing about better mutual understanding of Extension's role. Such joint study by a duly constituted advisory committee is deemed to be in the public interest in connection with legally authorized functions of the Department (7 U.S.C. 242). To conduct this study, a committee is hereby established, to be composed of representatives of the Land-Grant Universities, the General Public, and USDA agencies.

I. PURPOSE OF THE JOINT STUDY

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- C. To examine the functions exercised by the Cooperative Extension Service in relationship to other extension and extension-related programs of various executive departments of the Federal Government.
- D. To project the future scope, direction and redirection of the Cooperative Extension Service in order that it may make the maximum contribution to local, State, and national goals and needs of the people it serves.

II. MEMBERSHIP

The committee is composed of three sections:

- A. Representatives of the National Association of State Universities and Land-Grant Colleges are designated by the Executive Committee of that Association. Those members are:

G. Homer Durham, President of Arizona State University
Herbert Albrecht, President of North Dakota State University
W. Robert Parks, President of Iowa State University
Lowell Watts, Director of Extension Service, Colorado
State University
Brice Ratchford, Vice President, University of Missouri
E. T. York, Provost, University of Florida

- B. Members of the general public are designated by the Secretary of Agriculture. Those members are:

Dr. James S. Thomas, Bishop of Methodist Church, Iowa Area
Mrs. Francena Nolan Miller, homemaker
Dr. Jeanne Noble, Associate Professor of New York University's
Center for Human Relations Studies

- C. Members of the Department of Agriculture are designated by the Secretary of Agriculture. Those members are:

George L. Mehren, ^LAssistant Secretary
Carl B. Barnes, Office of Personnel
Lloyd H. Davis, Federal Extension Service
Alfred L. Edwards, Office of the Secretary
Marion W. Parker, Agricultural Research Service
M. L. Upchurch, Economic Research Service

W. Robert Parks has been designated as chairman of the National Association of State Universities and Land-Grant Colleges section, and will serve as co-chairman of the Committee. Assistant Secretary Mehren has been designated as chairman of the USDA section and will also serve as co-chairman of the committee. C. A. Williams, Federal Extension Service, will serve as executive secretary to the joint committee.

III. MEETINGS

The committee shall meet upon a call from the co-chairmen. It is anticipated that the committee will complete its work by June 30, 1968. USDA representatives will be reimbursed by their agencies

II. MEMBERSHIP

The committee is composed of three sections:

A. Representatives of the National Association of State Universities and Land-Grant Colleges are designated by the Executive Committee of that Association. Those members are:

G. Homer Latham, President of Arizona State University
Herbert Albrecht, President of North Dakota State University
W. Robert Parks, President of Iowa State University
Lowell Kates, Director of Extension Service, Colorado State University
Eric Heston, Vice President, University of Missouri
R. T. Noy, University of Florida

B. Members of the General Public are designated by the Secretary of Agriculture. Those members are:

Dr. James B. Thomas, Bishop of Methodist Church, Iowa Area
Mrs. Frances Helen Miller, Homemaker
Dr. Jeanne Noble, Associate Professor of New York University's
Center for Human Relations Studies

C. Members of the Department of Agriculture are designated by the Secretary of Agriculture. Those members are:

George B. Mohr, Assistant Secretary
Carl E. Barnes, Office of Personnel
Hoyt H. Davis, Federal Extension Service
Alfred B. Edwards, Office of the Secretary
Merton W. Fisher, Agricultural Research Service
R. B. Upchurch, Economic Research Service

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Dr. Jeanne Noble, Associate Professor of New York University's Center for Human Relations Studies

- C. Members of the Department of Agriculture are designated by the Secretary of Agriculture. Those members are:

Carl B. Barnes, Office of Personnel
Kenneth M. Birkhead, Office of the Secretary
Lloyd H. Davis, Federal Extension Service
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The committee is composed of three sections:

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O. Homer Burton, President of Arizona State University
Herbert Albrecht, President of North Dakota State University
W. Robert Parks, President of Iowa State University
Lowell Watts, Director of Extension Service, Colorado State University
Bruce Baskford, Vice President, University of Missouri
E. T. York, Provost, University of Florida

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for official expenses. The Federal Extension Service will reimburse public members for travel and other official expenses. The Land-Grant Universities have agreed to reimburse their representatives for travel and other official expenses.

Joint Committee to Study the Cooperative Extension Service

Dr. Donald W. Allen, Director of the Planning Extension and
Cooperative Service, is now in the Department
of Agriculture on the Joint Committee on the Cooperative
Extension Service established
January 1, 1933.

Quill L. Ferman

Dr. Allen will replace the late Dr. Nathan S. Parker.

Quill L. Ferman

for official expenses. The Federal Extension Service will
reimburse public members for travel and other official expenses.
The Land-Grant Universities have agreed to reimburse their
representatives for travel and other official expenses.

[Faint, illegible handwritten text and signatures follow]



DEPARTMENT OF AGRICULTURE

WASHINGTON, D.C. 20250

October 24 1966

SECRETARY'S MEMORANDUM NO. 1601, SUPPLEMENT 1

Joint Committee to Study the Cooperative Extension Service

Mr. Howard W. Hjort, Director of the Planning Evaluation and Programming Staff, is hereby appointed to represent the Department of Agriculture on the Joint Committee to Study the Cooperative Extension Service established in my Memorandum No. 1601, dated October 5, 1966.

Mr. Hjort will replace the late Dr. Marion W. Parker.

Quill F. Furman

COMMITTEES

COMMITTEES (CAS)

DEPARTMENT OF AGRICULTURE
WASHINGTON, D. C. 20250



October 24 1966

SECRETARY'S MEMORANDUM NO. 1601, SUPPLEMENT 1

Joint Committee to Study the Cooperative Extension Service

Mr. Howard W. Hjord, Director of the Planning Evaluation and Programming Staff, is hereby appointed to represent the Department of Agriculture on the Joint Committee to Study the Cooperative Extension Service established in my Memorandum No. 1601, dated October 5, 1966.

Mr. Hjord will replace the late Dr. Marion W. Parker.

A handwritten signature in blue ink, likely of the Secretary, is written across the middle of the page.

COMMITTEE

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

OFFICIAL
SECRETARY'S FILES

FILED
SECRETARY'S RECORDS & COM. DIV.

July 24 1968

SECRETARY'S MEMORANDUM NO. 1601, SUPPLEMENT 2

Joint Committee to Study the Cooperative Extension Service

Dr. Ned D. Bayley, Director of Science and Education, is hereby appointed chairman of the USDA Section and co-chairman of the Joint Committee to study the Cooperative Extension Service. This committee was established in my Memorandum No. 1601, dated October 5, 1966.

Dr. Bayley will replace Dr. George Mehren.

Quill of Freeman

Members of the committee will serve for two years, and will be eligible for reimbursement of travel and per diem expenses in accordance with applicable statutes and regulations.

Edwin A. Jones, Associate Administrator, Agricultural Stabilization and Conservation Service, will be Chairman. Francis A. Smith, Staff Assistant, Agricultural Economics will be Vice-Chairman and Executive Secretary.

Members of the committee follow:

Henry Van Dyke
John Curry
Frank Leland
Vernon Nelson
Ann R. Smith
L. John Smith
Raymond M. Smith
Walter Smith

Donald A. Smith
L. John Smith
Walter Smith

COMMITTEES

(Cooperative Extension Service, Joint)

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D.C. 20250

July 24 1962

SECRETARY'S MEMORANDUM NO. 1001, SUPPLEMENT 2

Joint Committee to Study the Cooperative Extension Service

Dr. Ned D. Bayley, Director of Science and Education,
is hereby appointed chairman of the USDA Section and
co-chairman of the Joint Committee to study the
Cooperative Extension Service. This committee was
established in my Memorandum No. 1001, dated
October 2, 1960.

Dr. Bayley will replace Dr. George Mehren.

[Handwritten signature]

COMMITTEES



DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON

October 5 1966

SECRETARY'S MEMORANDUM NO. 1602

Advisory Committee on Grains - Wheat, Feed Grains and Soybeans

In order to make available to the Department of Agriculture the experience and knowledge of producers, representatives of the grain industry, and people in the academic field to bear on problems relating to feed grains, wheat and soybeans, I am establishing a public advisory committee to serve this purpose.

This advisory committee shall be known as the Advisory Committee on Grains - Wheat, Feed Grains and Soybeans and is established under the provisions of the Agricultural Act of 1961. It will meet on call of the Chairman.

The function of this committee shall be to counsel and advise the Department regarding the development of programs and legislation needed to assure: (1) prosperity and stability for producers of feed grains, wheat and soybeans; (2) adequate supplies of grains and livestock products to meet all needs at satisfactory prices to producers and reasonable costs to consumers; (3) the lowest possible costs to Government consistent with the aforementioned objectives.

Members of the committee will serve for two years, and will be eligible for reimbursement of travel and per diem expense in accordance with applicable statutes and regulations.

Edwin A. Jaenke, Associate Administrator, Agricultural Stabilization and Conservation Service, will be Chairman. Francis A. Kutish, Staff Economist, Agricultural Economics will be Vice-Chairman and Executive Secretary.

Membership of the committee follows:

See second page
Henry Van Tuyle
John Curry
Fred Ludwig
Thomas Mezger
Ken Kendrick
A. Lars Nelson
Woodrow Wilson King
Wayne Tjaden

~~Harold O. Edwards~~
~~Robert J. Hoffman~~
~~George W. Meeker~~

COMMITTEES

(Grain, Wheat, Feed Grains, Adv)

DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON



October 2, 1962

SECRETARY'S MEMORANDUM NO. 1602

Advisory Committee on Grains - Wheat, Feed Grains and Soybeans

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Members of the committee will serve for two years, and will be eligible for reimbursement of travel and per diem expense in accordance with applicable statutes and regulations.

Edwin A. Jaenke, Associate Administrator, Agricultural Stabilization and Conservation Service, will be Chairman. Francis A. Kutish, Staff Economist, Agricultural Economics will be Vice-Chairman and Executive Secretary.

Membership of the committee follows:

Harold G. Edwards
Robert A. Hoffman
George W. Meyer

Henry Van Tuyle
John Curry
Fred Ludwig
Thomas Messer
Ken Kendrick
A. L. Nelson
Woodrow Wilson King
Wayne Tjaden

COMMITTEE

Edward C. Culley - Indiana

John William Curry - Illinois

Clifford Daleness - North Dakota

Harold O. Edwards - Washington

David Louis Hardegree - Georgia

Fred V. Heinkel - Missouri

Ralph E. Herseth - South Dakota

Robert J. Hoffman - Iowa

Victor Holst - Minnesota

Kenneth Kendrick - Texas

~~W. Wilson King - Illinois~~

Donald Edward Lanius - Pennsylvania

H. Maynard Layman - Alabama

Fred J. Ludwig - Iowa

George W. Meeker - Kansas

John J. Budde - Colorado

James A. Matlock - New Mexico

Thomas B. Mezger - California

A. Lars Nelson - Washington

D. G. Nelson - Texas

Howard W. Ottoson - Nebraska

C. H. Perry - Montana

Kenneth L. Robinson - New York

Harold J. Shaw - Oklahoma

Karl Shisler - Utah

James L. Sutherland, Jr. -
North Carolina

William J. Talbert - Iowa

Wayne Tjaden - Kansas

Henry O. Van Tuyle - Illinois

David C. Wing - Ohio

Maynard C. Dolloff - Maine

H. Parks Tigrett, Jr. - Tennessee

Quill & Freeman

Thomas B. Messer - California
A. Lars Nelson - Washington
D. G. Nelson - Texas
Howard W. Ottosen - Nebraska
C. H. Perry - Montana
Kenneth J. Robinson - New York
Harold J. Shaw - Oklahoma
Karl Shialer - Utah
James L. Sutherland, Jr. -
North Carolina
William J. Talbot - Iowa
Wayne Tjaden - Kansas
Henry O. Van Tyle - Illinois
David C. Wing - Ohio
Maynard C. Dillhoff - Maine
H. Parke Tipton, Jr. - Tennessee

Edward C. Colley - Indiana
John William Garry - Illinois
Clifford Balness - North Dakota
Harold O. Edwards - Washington
David Louis Hartsgrues - Georgia
Fred V. Heinikel - Missouri
Ralph E. Harstein - South Dakota
Robert J. Hoffman - Iowa
Victor Holst - Minnesota
Kenneth Kendrick - Texas
~~W. Wilson King - Illinois~~
Donald Edward Lantus - Pennsylvania
H. Maynard Layman - Alabama
Fred J. Ludwig - Iowa
George W. Mosker - Kansas
John J. Rundle - Colorado
James A. Haddock - New Mexico

[Handwritten signature and crossed-out text]

United States Department of Agriculture
Office of the Secretary

October 6 1966

SECRETARY'S MEMORANDUM NO. 1603

Interim Delegation - Office of the Secretary

Following the resignation of Nathan M. Koffsky as Director of Agricultural Economics, effective September 30, 1966, I am appointing Winn F. Finner as Acting Director of Agricultural Economics. He will have responsibility for coordination of all statistical and related economic analysis work of the Department, as provided for in 1 AR 30e.

Quill L. Finner

Arthur M. Hall will continue as Deputy Assistant Secretary for International Affairs. He will give general direction to the International Agricultural Development Service and to the Foreign Agricultural Service with respect to its program responsibilities.

The Assistant Secretary for International Affairs will continue to be responsible under the Secretary and Under Secretary for the over-all policy and operational aspects of USAID's total responsibility in the area of food aid and international agricultural development, and in this capacity will coordinate interdepartmental liaison activities with other agencies of the U.S. Government in this field.

Quill L. Finner

ORGANIZATION / (SEC)

United States Department of Agriculture
Office of the Secretary

October 6, 1955

SECRETARY'S MEMORANDUM NO. 1502

Interim Delegation - Office of the Secretary

Following the resignation of Nathan R. Kolisky as Director of Agricultural Economics, effective September 30, 1955, I am appointing Wm. F. Finner as Acting Director of Agricultural Economics. He will have responsibility for coordination of all statistical and related economic analysis work of the Department, as provided for in I AS 305.



Draft - 10/11/66

SECRETARY'S MEMORANDUM NO. 1604

10-14-66

Deputy Assistant Secretary for International Affairs

Effective immediately, C. R. Eskildsen is designated Deputy Assistant Secretary for International Affairs charged especially with coordinating and giving leadership and direction to the Department's efforts in providing commodity aid through Public Law 480 and the related efforts in support of foreign agricultural development. In this capacity he is designated chairman of the International Agricultural Development Committee. He will, in addition, represent the Department of Agriculture in executive and legislative considerations related to international affairs as assigned by the Assistant Secretary. Under the policy guidance of the Assistant Secretary for International Affairs he will give general direction to the International Agricultural Development Service and to the Foreign Agricultural Service with respect to its program responsibility for PL 480.

Arthur Mead will continue as Deputy Assistant Secretary giving special attention to the Department's activities relating to the expansion of foreign trade, which will continue under the Foreign Agricultural Service, as well as other duties as assigned by the Assistant Secretary for International Affairs.

The Assistant Secretary for International Affairs will continue to be responsible under the Secretary and Under Secretary for the over-all policy and operational aspects of USDA's total responsibility in the area of food aid and international agricultural development, and in this capacity will coordinate interdepartmental liaison activities with other agencies of the U.S. Government in this field.

Quill

ORGANIZATION / (SEC)

Print - 10/11/66

10-14-66

SECRETARY'S MEMORANDUM NO. 1604

Deputy Assistant Secretary for International Affairs

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Arthur Mead will continue as Deputy Assistant Secretary giving special attention to the Department's activities relating to the expansion of foreign trade, which will continue under the Foreign Agricultural Service, as well as other duties as assigned by the Assistant Secretary for International Affairs.

The Assistant Secretary for International Affairs will continue to be responsible under the Secretary and Under Secretary for the overall policy and operational aspects of USDA's total responsibility in the area of food aid and international agricultural development, and in this capacity will coordinate interdepartmental liaison activities with other agencies of the U.S. Government in this field.



SECRETARY'S MEMORANDUM NO. 1605

ASSIGNMENT OF RESPONSIBILITIES FOR USDA ACTIVITIES UNDER
SECTION 204 OF THE APPALACHIAN REGIONAL DEVELOPMENT ACT OF 1965

The Department will carry out its responsibilities under Section 204 of the Appalachian Regional Development Act of 1965 (P.L. 89-4) according to the following assignments:

A. FOREST SERVICE

1. The Forest Service is assigned overall leadership of this Timber Development Organization program within the Department and will provide technical forestry assistance in the organization and operation of private timber development organizations in accord with its responsibilities to accomplish the purpose of Section 204. The Farmers Home Administration and Farmer Cooperative Service will provide special financial and technical assistance as enumerated below.

B. FARMERS HOME ADMINISTRATION

1. The Farmers Home Administration will be responsible for those phases of organization which will enable the TD0 to qualify for such financial assistance and may make initial capital assistance available to the TD0 through a loan.
2. In the operation of a TD0 the FHA shall also provide such technical budgetary and fiscal counsel to the TD0 as may be necessary to accomplish the objectives of Section (a)(1) and to repay the loan.

C. FARMER COOPERATIVE SERVICE

1. At the request of a local TD0 organizing committee the Farmer Cooperative Service will provide technical assistance on the organization of a TD0.
2. At the request of a TD0 the Farmer Cooperative Service will provide technical consultation on the operation of a TD0.

D. TECHNICAL ACTION PANELS

1. The State Technical Action Panel will consider TD0 possibilities upon request of the Forest Service and assist in the selection of sites for feasibility studies.

SECRETARY'S MEMORANDUM NO. 1605

ASSIGNMENT OF RESPONSIBILITIES FOR USDA ACTIVITIES UNDERSECTION 504 OF THE APPALACHIAN REGIONAL DEVELOPMENT ACT OF 1965

The Department will carry out its responsibilities under Section 504 of the Appalachian Regional Development Act of 1965 (P.L. 89-4) according to the following assignments:

A. FOREST SERVICE

1. The Forest Service is assigned overall leadership of this Timber Development Organization program within the Department and will provide technical forestry assistance in the organization and operation of private timber development organizations in accord with its responsibilities to accomplish the purpose of Section 504. The Forest Service will administer and Farmer Cooperative Service will provide special financial and technical assistance as enumerated below.

B. FARMERS HOME ADMINISTRATION

1. The Farmers Home Administration will be responsible for those phases of organization which will enable the FHO to qualify for such financial assistance and may make initial capital assistance available to the FHO through a loan.
2. In the operation of a FHO the FHA shall also provide such technical budgetary and fiscal counsel to the FHO as may be necessary to accomplish the objectives of Section (a)(1) and to repay the loan.

C. FARMER COOPERATIVE SERVICE

1. At the request of a local FHO organizing committee the Farmer Cooperative Service will provide technical assistance on the organization of a FHO.
2. At the request of a FHO the Farmer Cooperative Service will provide technical consultation on the operation of a FHO.

D. TECHNICAL ACTION PANELS

1. The State Technical Action Panel will consider FHO possibilities upon request of the Forest Service and assist in the selection of sites for feasibility studies.

2. The State TAP Forestry Cooperative Advisory Group will work with the local TAP in organizing a local advisory committee of community leaders and business men to sponsor and help guide the planning and development of the TDO. The Forestry Cooperative Advisory Group will develop procedures for the feasibility study and arrange for carrying out the study.

Quill J. Freeman

Executive Order No. 11735, March 18, 1975, provides that the heads of executive agencies to provide leadership in carrying out a coordinated and unified effort to prevent unnecessary loss and development of the Nation's floodplains and, in particular, to reduce the risk of human losses in connection with Federal funds and installations and federally financed or supported improvements.

This Department is especially conscious of the importance of working with nature in the protection, development, use and management of natural resources, including floodplains. The National Soil Survey program information to guide the use of land in accordance with its capabilities. Many of its programs assist landowners, operators, and local organizations to plan and carry out measures for conservation and use of soil, water, and vegetative resources and protection of soil resources from flood and sediment damage. The National Forest Service manages the Nation's forests and watersheds to protect watersheds and riparian areas and maintain and improve the environment.

I accept with pleasure the President's request to provide leadership and act with agencies of the Department of Agriculture to cooperate in achieving the more indicated objectives of the order. The Soil Conservation Service, in view of its overall responsibility for Department watershed protection and flood prevention activities will represent the Department under the Executive Order, except for activities under Section 1701 that have to do with disaster relief. It also will serve as liaison with the Secretary of the Army and the Tennessee Valley Authority who are assigned responsibility for developing flood hazard information, including guidance on flood zoning, in providing technical assistance upon request to Department agencies.

Subject to overall coordination by the Soil Conservation Service to be effected through the River Basin Planning and Watershed Operations Advisory Committee chaired by that Service, individual Department agencies are responsible for complying with the provisions of the Executive Order as they apply to the programs of those agencies.

Attachment

Quill J. Freeman

2. The State TAP Forestry Cooperative Advisory Group will work with the local TAP in organizing a local advisory committee of community leaders and business men to sponsor and help guide the planning and development of the TAP. The Forestry Cooperative Advisory Group will develop procedures for the feasibility study and arrange for carrying out the study.

Robert J. Turner

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

November 7 1966

SECRETARY'S MEMORANDUM NO. 1606

Evaluation of Flood Hazard in Locating Federally Owned or
Financed Buildings, Roads, and Other Facilities, and in
Disposing of Federal Lands and Properties

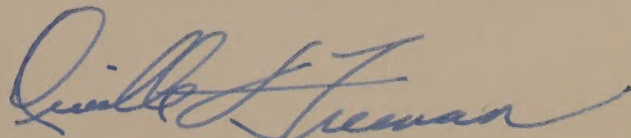
Executive Order No. 11296 dated August 10, 1966, copy attached, asks the heads of executive agencies to provide leadership in encouraging a broad and unified effort to prevent uneconomic uses and development of the Nation's floodplains and, in particular, to lessen the risk of flood losses in connection with Federal lands and installations and Federally financed or supported improvements.

This Department is especially conscious of the importance of working with nature in the protection, development, use and management of natural resources, including floodplains. Its National Soil Survey provides information to guide the use of land in accordance with its capabilities. Many of its programs assist landowners, operators, and local organizations to plan and carry out measures for conservation and use of soil, water, and vegetative resources and protection of these resources from flood and sediment damage. The National Forests are managed to protect watersheds and minimize erosion and flooding.

I accept with alacrity the President's request to provide leadership and ask each agency of the Department of Agriculture to cooperate fully in achieving the above indicated objectives of the order. The Soil Conservation Service, in view of its overall responsibility for Department Watershed Protection and Flood Prevention activities will represent the Department under the Executive Order, except for activities under Section 1(2) that have to do with disaster relief. It also will serve as liaison with the Secretary of the Army and the Tennessee Valley Authority who are assigned responsibility for developing flood hazard information, including guidance on flood proofing, in providing technical assistance upon request to Department agencies.

Subject to overall coordination by the Soil Conservation Service to be effected through the River Basin Planning and Watershed Operations Advisory Committee chaired by that Service, individual Department agencies are responsible for complying with the provisions of the Executive Order as they apply to the programs of those agencies.

Attachment



UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

November 7 1966

SECRETARY'S MEMORANDUM NO. 1

Evaluation of Flood Hazard in Locating Federally Owned or
Financed Buildings, Roads, and Other Facilities, and in
Disposing of Federal Lands and Properties

Executive Order No. 11796 dated August 10, 1966, copy attached, asks the heads of executive agencies to provide leadership in encouraging a broad and unified effort to prevent uneconomic uses and development of the Nation's floodplains and, in particular, to lessen the risk of flood losses in connection with Federal lands and installations and Federally financed or supported improvements.

This Department is especially conscious of the importance of working with nature in the protection, development, use and management of natural resources, including floodplains. Its National Soil Survey provides information to guide the use of land in accordance with its capabilities. Many of its programs assist landowners, operators, and local organizations to plan and carry out measures for conservation and use of soil, water, and vegetative resources and protection of these resources from flood and sediment damage. The National Forests are managed to protect watersheds and minimize erosion and flooding.

I accept with alacrity the President's request to provide leadership and ask each agency of the Department of Agriculture to cooperate fully in achieving the above indicated objectives of the order. The Soil Conservation Service, in view of its overall responsibility for Department Watershed Protection and Flood Prevention activities will represent the Department under the Executive Order, except for activities under Section 1(2) that have to do with disaster relief. It also will serve as liaison with the Secretary of the Army and the Tennessee Valley Authority who are assigned responsibility for developing flood hazard information, including guidance on flood proofing, in providing technical assistance upon request to Department agencies.

Subject to overall coordination by the Soil Conservation Service to be effected through the River Basin Planning and Watershed Operations Advisory Committee chaired by that Service, individual Department agencies are responsible for complying with the provisions of the Executive Order as they apply to the programs of those agencies.

Attachment

UNITED STATES DEPARTMENT OF AGRICULTURE
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20250

November 7, 1966

SECRETARY'S MEMORANDUM NO. 1606

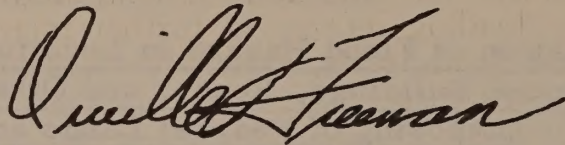
Evaluation of Flood Hazard in Locating Federally Owned or
Financed Buildings, Roads, and Other Facilities, and in
Disposing of Federal Lands and Properties

Executive Order No. 11296 dated August 10, 1966, copy attached, asks the heads of executive agencies to provide leadership in encouraging a broad and unified effort to prevent uneconomic uses and development of the Nation's floodplains and, in particular, to lessen the risk of flood losses in connection with Federal lands and installations and Federally financed or supported improvements.

This Department is especially conscious of the importance of working with nature in the protection, development, use and management of natural resources, including floodplains. Its National Soil Survey provides information to guide the use of land in accordance with its capabilities. Many of its programs assist landowners, operators, and local organizations to plan and carry out measures for conservation and use of soil, water, and vegetative resources and protection of these resources from flood and sediment damage. The National Forests are managed to protect watersheds and minimize erosion and flooding.

I accept with alacrity the President's request to provide leadership and ask each agency of the Department of Agriculture to cooperate fully in achieving the above indicated objectives of the order. The Soil Conservation Service, in view of its overall responsibility for Department Watershed Protection and Flood Prevention activities will represent the Department under the Executive Order, except for activities under Section 1(2) that have to do with disaster relief. It also will serve as liaison with the Secretary of the Army and the Tennessee Valley Authority who are assigned responsibility for developing flood hazard information, including guidance on flood proofing, in providing technical assistance upon request to Department agencies.

Subject to overall coordination by the Soil Conservation Service to be effected through the River Basin Planning and Watershed Operations Advisory Committee chaired by that Service, individual Department agencies are responsible for complying with the provisions of the Executive Order as they apply to the programs of those agencies.



Attachment

Executive Order 11296

EVALUATION OF FLOOD HAZARD IN LOCATING FEDERALLY OWNED OR FINANCED BUILDINGS, ROADS, AND OTHER FACILITIES, AND IN DISPOSING OF FEDERAL LANDS AND PROPERTIES

WHEREAS uneconomic uses of the Nation's flood plains are occurring and potential flood losses are increasing despite substantial efforts to control floods; and

WHEREAS national and regional studies of areas and property subject to flooding indicate a further increase in flood damage potential and flood losses, even with continuing investment in flood protection structures; and

WHEREAS the Federal Government has extensive and continuing programs for the construction of buildings, roads, and other facilities and annually disposes of thousands of acres of Federal lands in flood hazard areas, all of which activities significantly influence patterns of commercial, residential, and industrial development; and

WHEREAS the availability of Federal loans and mortgage insurance and land use planning programs are determining factors in the utilization of lands:

NOW, THEREFORE, by virtue of the authority vested in me as President of the United States, it is hereby ordered as follows:

SECTION 1. The heads of the executive agencies shall provide leadership in encouraging a broad and unified effort to prevent uneconomic uses and development of the Nation's flood plains and, in particular, to lessen the risk of flood losses in connection with Federal lands and installations and federally financed or supported improvements. Specifically:

(1) All executive agencies directly responsible for the construction of Federal buildings, structures, roads, or other facilities shall evaluate flood hazards when planning the location of new facilities and, as far as practicable, shall preclude the uneconomic, hazardous, or unnecessary use of flood plains in connection with such facilities. With respect to existing Federally owned properties which have suffered flood damage or which may be subject thereto, the responsible agency head shall require conspicuous delineation of past and probable flood heights so as to assist in creating public awareness of and knowledge about flood hazards. Whenever practical and economically feasible, flood proofing measures shall be applied to existing facilities in order to reduce flood damage potential.

(2) All executive agencies responsible for the administration of Federal grant, loan, or mortgage insurance programs involving the construction of buildings, structures, roads, or other facilities shall evaluate flood hazards in connection with such facilities and, in order to minimize the exposure of facilities to potential flood damage and the need for future Federal expenditures for flood protection and flood disaster relief, shall, as far as practicable, preclude the uneconomic, hazardous, or unnecessary use of flood plains in such connection.

(3) All executive agencies responsible for the disposal of Federal lands or properties shall evaluate flood hazards in connection with lands or properties proposed for disposal to non-Federal public instrumentalities or private interests and, as may be desirable in order to minimize future Federal expenditures for flood protection and flood disaster relief and as far as practicable, shall attach appropriate restrictions with respect to uses of the lands or properties by the purchaser and his successors and may withhold such lands or properties from disposal. In carrying out this paragraph, each executive agency may make appropriate allowance for any estimated loss in sales price resulting from the incorporation of use restrictions in the disposal documents.

(4) All executive agencies responsible for programs which entail land use planning shall take flood hazards into account when evaluating plans and shall encourage land use appropriate to the degree of hazard involved.

SEC. 2. As may be permitted by law, the head of each executive agency shall issue appropriate rules and regulations to govern the carrying out of the provisions of Section 1 of this order by his agency.

SEC. 3. Requests for flood hazard information may be addressed to the Secretary of the Army or, in the case of lands lying in the basin of the Tennessee River, to the Tennessee Valley Authority. The Secretary or the Tennessee Valley Authority shall provide such information as may be available, including requested guidance on flood proofing. The Department of Agriculture, Department of the Interior, Department of Commerce, Department of Housing and Urban Development, and Office of Emergency Planning, and any other executive agency which may have information and data relating to floods shall cooperate with the Secretary of the Army in providing such information and in developing procedures to process information requests.

SEC. 4. Any requests for appropriations for Federal construction of new buildings, structures, roads, or other facilities transmitted to the Bureau of the Budget by an executive agency shall be accompanied by a statement by the head of the agency on the findings of his agency's evaluation and consideration of flood hazards in the development of such requests.

SEC. 5. As used in this order, the term "executive agency" includes any department, establishment, corporation, or other organizational entity of the executive branch of the Government.

SEC. 6. The executive agencies shall proceed immediately to develop such procedures, regulations, and information as are provided for in, or may be necessary to carry out, the provisions of Sections 1, 2, and 3 of this order. In other respects this order shall take effect on January 1, 1967.

LYNDON B. JOHNSON

THE WHITE HOUSE,
August 10, 1966.

UNITED STATES DEPARTMENT OF AGRICULTURE
Office of the Secretary
Washington, D. C. 20250

November 7 1966

SECRETARY'S MEMORANDUM NO. 1607

A Unified National Program for Managing Flood Losses

The President on August 10, 1966, transmitted to the Congress a report on A Unified National Program for Managing Flood Losses prepared by a special task force at the administration's request. It was printed as House Document No. 465, 89th Congress, Session 2nd.

The report contains 16 specific recommendations to achieve the following five general objectives:

1. Improved basic knowledge about flood hazards.
2. Improved planning and coordinating of new developments in floodplains.
3. Improved technical services to managers of floodplains.
4. A national program for flood insurance.
5. Adjustment of Federal flood control policy to sound criteria and changing needs.

As a first and immediate step to carry out the report recommendations, the President on August 10, 1966, issued Executive Order 11296 directing Federal agencies to consider flood hazard in locating new Federal installations and in disposing of Federal land. It is the Subject of Secretary's Memorandum No. 1606.

Direct action by the Department of Agriculture to comply with most of the report's recommendations must await further studies by other agencies or inter-departmental groups. The Bureau of the Budget has assigned leadership roles to several agencies for such studies or for direct implementation of specific recommendations, as follows:

Water Resources Council

1. Development of a uniform technique of determining flood frequency (Recommendation No. 2).
2. Development of further instructions to require consideration of floodplain zoning, etc., in river basin planning (Recommendation No. 5-a).

3. Development of legislation requiring floodplain zoning, etc., as a part of local cooperation in flood control projects (Recommendation No. 5-a).
4. Development of legislation regarding cost sharing for flood protection in Federal and Federally assisted projects (Recommendation No. 13). This is to be completed in six months.
5. Development of revised procedures for estimation of flood prevention benefits, distinguishing between benefits from protection to existing improvements and to potential improvements (Recommendation No. 14).
6. Study of land acquisition authority relating to land acquisition as a part of flood control plans (Recommendation No. 15).

Department of the Army

1. Preparation of a list of towns and streams with flood problems (Recommendation No. 1-a).
2. Acceleration of the present program of flood hazard information reports (Recommendation No. 1-c).
3. Provision of improved technical services to managers of flood property, including the needed legislation (Recommendation No. 9).

Environmental Science Services Administration, Department of Commerce

Establishment of a flood forecasting service (Recommendation No. 10).

Bureau of the Budget

1. Consideration of relocating and flood proofing as alternatives to repetitive reconstruction (Recommendation No. 7).
2. Additional study of the need for obtaining Congressional authority for a continuing planning process (Recommendation No. 12-b).
3. Further study of loan authorities for local contributions to flood control projects (Recommendation No. 16).

All relevant programs of the Department should be brought to bear on the problem of managing flood losses with more emphasis placed on management and use of floodplain lands, flood insurance, and provision of technical services for reducing flood losses.

3. Development of legislation regarding floodplain zoning, etc., as a part of local cooperation in flood control projects (Recommendation No. 5-a).
4. Development of legislation regarding cost sharing for flood protection in Federal and Federally assisted projects (Recommendation No. 13). This is to be completed in six months.
5. Development of revised procedures for estimation of flood prevention benefits, distinguishing between benefits from protection to existing improvements and to potential improvements (Recommendation No. 14).
6. Study of land acquisition authority relating to land acquisition as a part of flood control plans (Recommendation No. 15).

Department of the Army

1. Preparation of a list of towns and streams with flood problems (Recommendation No. 1-a).
2. Acceleration of the present program of flood hazard information reports (Recommendation No. 1-c).
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Environmental Science Services Administration, Department of Commerce

- Establishment of a flood forecasting service (Recommendation No. 10).

Bureau of the Budget

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2. Additional study of the need for obtaining Congressional authority for a continuing planning process (Recommendation No. 12-b).
3. Further study of loan authorities for local contributions to flood control projects (Recommendation No. 16).

All relevant programs of the Department should be brought to bear on the problem of managing flood losses with more emphasis placed on management and use of floodplain lands, flood insurance, and provision of technical services for reducing flood losses.

Department agencies should reexamine their ongoing operations with respect to utilization of present and the need for additional financial and professional resources and scheduling of new work to attain the stated objectives.

In keeping with related assigned responsibilities, the Soil Conservation Service is assigned leadership within the Department for implementing the applicable recommendations of the report on Managing Flood Losses in cooperation with other concerned agencies in the Department. Cooperative consideration and action will be effectuated through the River Basin Planning and Watershed Operations Advisory Committee. As products result from the consideration of report recommendations by agencies assigned leadership responsibilities by the Bureau of the Budget, appropriate additional Secretary's Memorandums, if needed, will be issued.

Quill L. Luman

Mr. C. E. Schmitt, Office of the Secretary
Mr. E. W. Brown, Agricultural Stabilization and Conservation Service
Mr. J. E. Brown, Consumer and Marketing Service
Mr. A. E. Brown, Agricultural Research Service
Mr. E. W. Brown, Forest Service
Mr. E. W. Brown, Soil Conservation Service
Mr. E. W. Brown, Foreign Agricultural Service
Mr. E. W. Brown, Office of Management Services
Mr. E. W. Brown, Federal Education Service
Mr. E. W. Brown, Federal Home Administration
Mr. E. W. Brown, Rural Electrification Administration
Mr. E. W. Brown, Office of Information
Mr. E. W. Brown, Office of Information

Mr. Schmitt will be the Secretary's representative on the committee. To provide the necessary coordination among the agencies and with the Secretary's Office, the Director of Information will serve as chairman.

The Director of Information will have the responsibility and work with the Secretary's Office.

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of Secretary
Washington, D. C. 20250 December 28 1966

SECRETARY'S MEMORANDUM NO. 1608

~~MEMORANDUM TO HEADS OF DEPARTMENT AGENCIES~~

U.S.D.A. Committee on Long-Range Information Program

You have received copies of long-range information plans designed to provide a more effective Departmentwide approach to information support for Department programs goals, and to help develop a clear and sympathetic understanding of the meaning and impact of fast-moving changes in agriculture--from both domestic and international causes.

To assure that these Department plans are carried out effectively, I am establishing a committee to see that they are:

- (1) Set into motion immediately,
- (2) Reviewed and revised periodically as needed, and
- (3) Operated on a continuing basis to achieve maximum results.

The committee will consist of:

John C. McDonald, Office of the Secretary
M. L. DuMars, Agricultural Stabilization and Conservation Service
Franklin Thackrey, Consumer and Marketing Service
Robert B. Rathbone, Agricultural Research Service
Clint Davis, Forest Service
Harper Simms, Soil Conservation Service
Kenneth W. Olson, Foreign Agricultural Service
Wayne Dexter, Office of Management Services
Walter John, Federal Extension Service
Philip Brown, Farmers Home Administration
William E. Spivey, Rural Electrification Administration
Daniel A. Alfieri, Office of Information
Gordon Webb, Office of Information
Harold R. Lewis, Office of Information

Mr. McDonald will be the Secretary's representative on the committee. To provide the necessary coordination among the agencies and with the Secretary's Office, the Director of Information will serve as chairman.

The chairman of each task force involved in developing the plans will continue in his capacity and work with the overall committee.

COMMITTEES

(Long-Range Information Program, U.S.D.A.)

UNITED STATES DEPARTMENT OF AGRICULTURE

Office of Secretary
Washington, D. C. 20250

SECRETARY'S MEMORANDUM NO. 1508

MEMORANDUM FOR THE SECRETARY

U.S.D.A. Committee on Long-Range Information Program

You have received copies of long-range information plans designed to provide a more effective Departmentwide approach to information support for Department programs goals, and to help develop a clear and sympathetic understanding of the meaning and impact of fast-moving changes in agriculture--from both domestic and international causes.

To assure that these Department plans are carried out effectively, I am establishing a committee to see that they are:

- (1) Set into motion immediately,
- (2) Reviewed and revised periodically as needed, and
- (3) Operated on a continuing basis to achieve maximum results.

The committee will consist of:

John C. McDonald, Office of the Secretary
M. L. Deters, Agricultural Stabilization and Conservation Service
Franklin Thacker, Consumer and Marketing Service
Robert B. Robinson, Agricultural Research Service
Clint Davis, Forest Service
Harper Sims, Soil Conservation Service
Kenneth W. Olson, Foreign Agricultural Service
Wayne Dexter, Office of Management Services
Walter John, Federal Extension Service
Philip Brown, Farmers Home Administration
William E. Spivey, Rural Electrification Administration
Daniel A. Allert, Office of Information
Gordon Webb, Office of Information
Harold K. Lewis, Office of Information

Mr. McDonald will be the Secretary's representative on the committee. To provide the necessary coordination among the agencies and with the Secretary's Office, the Director of Information will serve as chairman.

The chairman of each task force involved in developing the plans will continue in his capacity and work with the overall committee.

COMMITTEE